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August 13, 1974 - July 14, 1976

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MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

AUGUST 13, 1974

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on August 13, 1974 at 4:00 p.m. in the Board Room of the Library.

The following members were present:

Mrs. Anderson
Mrs. Brown
Mrs. Myerly
Mr. Ray
Dr. Riggleman
Mrs. Smith
Dr. Wallace

In the absence of the President and Vice-Presidents, Mr. Ray was elected Chairman of the meeting.

The Secretary reported that a quorum was present.

The Chairman welcomed Mrs. Myerly, who was attending her first meeting, as a member of the Library Board.

The minutes of the July 5, 1974 meeting were approved.

Correspondence. The Secretary reported that the Library was in receipt of a letter from Kanawha County Schools, which was read by the Secretary and is as follows:

"July 26, 1974

"Mr. Nicholas Winowich, Secretary
Kanawha County Public Library Board
123 Capitol Street
Charleston, West Virginia 25301

"Dear Mr. Winowich:

"The Board of Education of the County of Kanawha, meeting in regular session on July 25, 1974, approved the Library

Board's recommendation that Mrs. Joyce H. Myerly be appointed to membership on the Library Board, beginning July 1, 1974.

"Sincerely yours,

/s/ Kenneth E. Underwood
"Dr. Kenneth E. Underwood
Superintendent of Schools"

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of July, 1974. Included were the following:

1. The state of health of Mr. Lovenstein and Mr. Stone

2. The intention of a friend of the Library to make a gift to it of "considerable" value, by her will

3. Vacancies, both librarian and custodial, are expected to be filled without difficulty

4. The appointment of Mr. Jay Pauley, a member of the Extension Department staff as person in charge of program of services addressed to the physically and visually handicapped readers.

Afterwards, the report was accepted and ordered filed.

Approval of Bills. The Library Director submitted Book Bills List No. 206 and General Bills List No. 206 duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Dr. Wallace and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 205 duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mrs. Anderson and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Services to the Community Committee. In the absence of Mr. Springer, Chairman, the Library Director gave a progress report on the proposed Cross Lanes Instant Library Project. The following information was included:

1. Suggested changes in the County Court letter of June 18, 1974 was expected to be made and a new letter, of the same date, issued.

2. Certain documents including articles of Incorporation, roster of library board members, bylaws and minutes were expected to be made available by Cross Lanes to the Kanawha County Public Library within the next several days.

3. A solicitation drive was being planned for the purpose of meeting the Cross Lanes obligation, as noted in the Memorandum of Understanding.

4. A Kanawha County Schools letter of July 12, 1974 concerning the Andrew Jackson Junior High site for the proposed Cross Lanes Instant Library was discussed.

There was considerable discussion afterwards. The matter was referred to the following Special Committee:

Mr. Springer, Chairman
Mr. Anderson
Mr. Bowman
Mr. Snyder
Mr. Winowich
Mrs. Virginia Simmons, Cross Lanes
Mr. Carl Bradford, Cross Lanes

Personnel Committee.

West Virginia Public Employees Insurance Program. In the absence of Mr. Snyder, Chairman, who was unable to attend because of a commitment elsewhere, the Library Director reported on Enrolled Senate Bill #36, passed by the West Virginia Legislature and signed into law by Governor Moore. The legislation provides for Blue Cross - Blue Shield Hospitalizations, major Medical Insurance and life insurance for employees of the state and county boards of education. Employer contributions were increased from 70% to 100%.

Following discussion, upon motion by Dr. Wallace, seconded by Dr. Riggleman, it was moved and unanimously

RESOLVED, That the Library Board approve the Public Employees Insurance Program as established in Enrolled Senate Bill #36 for employees of Kanawha County Public Library, effective July 1, 1974.

There being no further business, the meeting on motion adjourned.

Acting Chairman

Nicholas Winowich

Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

SEPTEMBER 10, 1974

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on September 10, 1974 at 4:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mr. Bowman
Dr. Harper
Mrs. Myerly
Mr. Ray
Dr. Riggleman
Mrs. Smith
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the August 13, 1974 meeting were approved.

Correspondence.

Kanawha County Court Letter. The President reported that the Library Board of Directors was in receipt of a revised letter dated June 18, 1974 approving a grant of $45,000.00 for the proposed Cross Lanes Instant Library Project. Copies of the revised letter were distributed to the members present. There was discussion.

South Charleston Library Board Letter. The President reported that he had received a letter dated August 13, 1974 from R. P. Gerke, Chairman, South Charleston Library Board, stating that a survey, conducted by West Virginia Library Commission, had been made of the South Charleston Public Library. He requested that a "substantial

percentage" of grant-in-aid funds be made available to the South Charleston Public Library. Copies of Mr. Gerke's letter and the proposed reply from Mr. Lovenstein were distributed to the members present. Following discussion, and upon motion by Dr. Riggleman, seconded by Mr. Anderson, it was unanimously

RESOLVED, That the President respond to the Gerke letter and in the form of his proposed reply.

Kanawha County Schools Letter. The letter of July 12, 1974 was addressed to Mr. Lovenstein by Dr. Paul Thomas, Associate Superintendent. It stated that the Board of Education authorized the sale of a portion of the Andrew Jackson Junior High School site to the Kanawha County Public Library to accomodate the Cross Lanes Instant Library. The letter had been reported in the minutes of August 13, 1974.

West Virginia Library Commission Letter. The President reported that the Library Director was in receipt of a letter dated September 10, 1974 and signed by R. David Childers, Assistant to the Director. The letter was in response to a previous inquiry on a proposed agreement between Kanawha County Public Library and West Virginia Library Commission. Following discussion, it was agreed that Mr. Ray would review the September 10, 1974 letter.

It was ordered that the correspondence be filed with the minutes of this meeting.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of August, 1974. Included were the following:

1. Professional staff vacancies (Catalog and Children's Librarian-Branch) continue to exist. Applications have been received for both positions. Vacancies are expected to be completed by October 1, 1974.

2. The Bureau of Fire Protection, in its Firesafety Inspection Report, remarked, "...your staff are to be complimented on a well kept building, one of the very best in Charleston. This inspection was indeed a pleasure."

3. A commentary of the Teddy Kennedy stories which appeared in both the Charleston Daily Mail and the Charleston Gazette.

Approval of Bills. The Library Director submitted Book Bills List No. 207 ($9,322.88) and General Bills List No. 207 ($4,647.94) duly certified and approved in accordance with the Bylaws and on motion by Mr. Ray, seconded by Dr. Wallace, and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 206, duly certified and approved in accordance with the Bylaws, and on motion by Mr. Ray, seconded by Dr. Wallace and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Services to the Community Committee - Elk Valley Library Project.

Mr. Bowman reported that a committee meeting was held on Wednesday, September 4, 1974 regarding the Elk Valley Library Project. Those in attendance were:

Mr. Bowman, Chairman
Mr. Anderson
Dr. Harper
Dr. Wallace

Also present were:

Mr. Smith, Elk Valley Representative
Mr. Lockhart, Elk Valley Representative

Discussion included:

1. Cost of site acquisition, remodeling and installation of furniture and equipment.

2. Employment of project architect.

3. Agreement to accept St. Albans Memorandum of Understanding as the condition of Branch relationship.

4. Efforts by Elk Valley Library representatives to secure Revenue Sharing Funds and/or other project receipts.

Mr. Bowman acknowledged inquiries from several communities wishing to establish branch libraries. He expressed a concern to "look down the road" for the purpose of evaluating long-range expansion with financial resources. There was considerable discussion.

Budget Committee.

Audit Report, 1972/1973. In the absence of Mr. Springer, Chairman, the Library Director presented the "KCPL Financial Report, June 30, 1973" prepared and submitted by Arnett and Foster, Certified Public Accountants. The firm examined the statement of cash receipts and disbursements for the year ending June 30, 1973 and extended a "clean opinion." However, in a cover letter to Mr. John R. Melton, State Tax Department, Mr. Gary Swingle, Auditor, stated that there were certain "conditions" which were considered as "material weaknesses." A meeting was held on Monday, August 26, 1974 at the Kanawha County Public Library to consider and correct the three "conditions." The following persons were present:

1. Mr. Donald Springer, Vice-President, Kanawha County Public Library Board of Directors.

2. Mr. Paul Rothrock, Associate Superintendent, Division of Budget and Finance, Kanawha County Schools.

3. Mr. Ben Caldwell, Assistant Superintendent, Personnel, Kanawha County Schools.

4. Mr. Stanley Cobb, Director of Accounting, Kanawha County Schools.

5. Mr. Gary Swingle, Certified Public Accountant, Arnett and Foster.

6. Nicholas Winowich, Library Director, Kanawha County Public Library.

The conditions (FICA taxes for part-time student employees, Form W-4's and outstanding checks) have been or will be corrected. A report was sent to Mr. Melton who responded subsequently that "I am pleased with the speed of your action in affecting the needed corrections."

Audit for 1973/1974. The Library Director reviewed the State Tax Commissioners directives concerning appointment of private auditors by the State Tax Commissioner to conduct post-audits of all non tax levying funds. The Library Director submitted the names of four certified public accounting firms and four registered public accounting firms. They are listed in alphabetical order as follows:

Certified Public Accounting Firms

Arnett and Foster
Ernst and Ernst
Howell and Paterno
Hurdman and Cranston

Registered Public Accountants

Clendenin and Clendenin
Rice and Rice, Inc.
Mrs. Willie S. Sturm
David P. Williams Company

Following discussion, it was moved by Mr. Ray, seconded by Dr. Wallace, that the names as submitted be approved and that the Library Director be authorized to forward the information to the State Tax Commissioner regarding post-auditing which is for the period ending June 30, 1974.

Outstanding Checks. The Library Director reported that Mr. Gary Swingle, of Arnett and Foster, reported that certain outstanding checks, issued in previous years, should be cancelled with the proviso that they may be reissued should valid claims arise. The checks to be cancelled are as follows:

Date	Payee	Check No.	Amount
9-4-68	Dora M. Spencer	R00337	$ 2.50
10-16-68	Daniel B. Frye	R00570	1.55
10-16-68	John W. Ruch	R00573	3.50
12-5-68	City of St. Albans	R00774	5.33
12-5-68	W. Va. Water Company	R00775	6.84
2-18-69	Cathie Margolis	R01053	4.05
2-18-69	Garrett F. Weaver	R01064	.95
4-10-69	Janie E. Galyean	R01197	1.50
4-10-69	Mary Lou Harley	R01200	1.67
7-18-69	Pirscilla Kastl	R00075	8.54
7-18-69	Garrett F. Weaver	R00098	5.95
11-21-69	Kristina Iturriaga	L00532	2.25
1-20-70	Sacred Heart School	L01086	4.30
4-21-70	Belinda Sue Pauley	L01706	.70
4-21-70	W. Va. Historical Society	L01730	5.00
6-18-70	John S. Dalporto	L02075	5.50
9-15-70	Geraldine Fitz	400293	4.50
9-28-70	Donna S. Ferrell	400352	.45
1-1-71		300612	86.49
3-23-71	Bonnie Woods	401013	3.50
5-19-71	Galperin Music	401189	23.41
6-22-71	Dr. Felix Paul	401346	1.25
11-18-71	James B. Bartlett	401796	1.89
3-24-72	Lucas Neas	402293	4.30
5-3-72	Rosalie Baker	302119	12.20
7-15-72	Mary B. Matthews	402701	1.75
7-15-72	Gail Smith	402715	2.56
10-13-72	Vanessa Garland	403008	3.50
			$205.93

After discussion, it was moved by Mr. Ray, seconded by Mr. Bowman, that the Library Director authorize the Kanawha County Board of Education to request the State Tax Commissioner to cancel the outstanding checks listed above which appeared in the audit, with the proviso that a check may be reissued should a valid claim arise. Motion carried.

NEW BUSINESS

Committee Assignments. Mr. Lovenstein invited members of the Library Board to indicate, by letter, their preferences for assignment to standing committees. Members present completed forms which were available at the meeting. Other members were scheduled to receive forms by mail.

Special Committee for the Study of the Survey. Mr. Lovenstein spoke about the study of the Kanawha County Public Library prepared by Hoyt R. Galvin and Frank B. Sessa and the report submitted on December 11, 1973 by the Special Committee for the Study of the Survey. Reappointed to the Special Committee were the following members:

Mrs. Helen Smith, Chairwoman
John D. Maurice
Walter F. Snyder
Dr. William J. L. Wallace

There being no further business, the meeting on motion adjourned.

L. K. Lovenstein
President

Nicholas Winnick
Secretary

WEST VIRGINIA LIBRARY COMMISSION
2004 QUARRIER STREET
CHARLESTON, WEST VIRGINIA 25311

September 10, 1974

Mr. Nicholas Winowich, Director
Kanawha County Public Library
123 Capitol Street
Charleston, West Virginia 25301

Re: Instant Library Agreement

Dear Mr. Winowich:

We have completed the review of the proposed agreement between the Kanawha County Public Library Board and the West Virginia Library Commission for an Instant Library at Cross Lanes.

The subject agreement has been approved as to form by the West Virginia Library Commission. Any addition, deletion or modification which materially changes the scope or intent, would necessarily require prior approval by the Commission. It is our opinion that several changes, which are being suggested and which we will later delineate, do substantially change the intent. The changes we have noted are as follows:

OBLIGATIONS OF THE LIBRARY BOARD

Section 1. Deleted "or lease for a period of not less than twenty years." No effect if site is to be properly deeded to Library Board.

2. Deleted "and improvements". It is the Commission's intent that improvements to make site accessible to the public be made at the Board's expense. No material effect.

5. Deleted "which are free and without discrimination on a countywide basis". All county residents, regardless of legal place of residence, must be served.

Deleted "facility will continuously be used as a public library". The Commission reserves the right to dismantle and remove the building should its use as a public library be discontinued. (This applies only as long as ownership of building is vested in West Virginia Library Commission. Purchase of building may be negotiated at which point this paragraph will not be in effect).

8. Deleted this section in its entirety. This section expressly limits the liability of the Commission to those items which it will furnish as enumerated in following sections: (1), (2), and (3).

9. Deleted this section in its entirety. This section again provides for the Commission, at its discretion, to dismantle and remove the building should it fall into disuse or fail to be properly supported according to rules, regulations and standards as previously discussed in Section 5.

OBLIGATIONS OF WEST VIRGINIA LIBRARY COMMISSION

Section 2. Changed "bid price to State" to"bid price to West Virginia Library Commission". No material effect.

Deleted "to be paid for by library board". This statement was included to make perfectly clear the intent that this is a responsibility of the Library Board even though the prices offered were offered in a bid to the West Virginia Library Commission. This is a courtesy requested of successful bidders and extended to Library Boards.

This basic agreement has been used in twelve prior projects. We would suggest in the interest of expediting much needed service to the citizens in the Cross Lanes Area that you use the form as adopted by the Commission and which the Commission has authorized Mr. Glazer to execute. Any changes which you have suggested will require further action, conceivably delaying the project for another month.

Sincerely,

R. David Childers

R. David Childers
Assistant to the Director

RDC/jb

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

OCTOBER 8, 1974

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on October 8, 1974 at 4:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Bowman
Mrs. Brown
Dr. Harper
Mrs. Myerly
Mr. Ray
Dr. Riggleman
Mrs. Smith
Mr. Springer

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the September 10, 1974 meeting were approved.

Correspondence. The Library Director read the following letter dated September 17, 1974:

"Dear Nick:

"Thank you very much for enclosing the excellent fire safety inspection report.

"Your note to me indicated that these comments might be enough to further reduce your insurance premium. I am enclosing copies from the fire rule book applying in this area, and you will note that you are now under the minimum fire rate as set forth in the above-mentioned rule book. The minimum fire rate is stated to be 3¢ and your current rate is .024.

"Trusting this answers your query, and thanking you for your interest, I am

"Sincerely,

/s/ Joe
DeWitt C. Gallaher"

The Library Director read the following letter dated September 23, 1974:

"Dear Mr. Winowich:

"Pursuant to authority granted by Section 7, Article 9, Chapter 6, 1931 Code of West Virginia, as amended, Arnett and Foster is hereby appointed to conduct the post-audit of Kanawha County Public Library for the period ending June 30, 1974.

"This office must receive the first copy of such audit report, and, in addition, if such report discloses misfeasance, malfeasance or nonfeasance, two additional copies must be forwarded, making three copies necessary for the use of this office.

"Very truly yours,

/s/ John R. Melton
John R. Melton
Director
Local Government
Relations Division
State Tax Commission"

The Library Director reported that the Library was in receipt of a letter dated September 24, 1974 from Mr. DeWitt C. Gallaher, Insurance Agent, stating that the building values for 1974/1975 have been increased by "approximately 9%" and are noted as follows:

Library Building, Charleston

From: $2,833,000
To: 3,088,000

Library Building, St. Albans

From: $343,000
To: 374,000

There was discussion afterwards.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of September, 1974. Included were the following:

The death of Robert Fitz Simmons - 1913-1974. A memorial statement was read and became a part of the minutes of this meeting:

ROBERT FITZ SIMMONS
1913-1974

"Fitz," born November 27, 1913, died September 22, 1974, worked for the library forty years with the exception of three years from January 1945 to November 1947. He was the library to many people with whom he worked for so long. He resigned from the library to accept a job at Carbide, but didn't stay long. He worked for John Stahlen and later for J. C. Penney, Co. returning not to leave until his death.

With no college degree or formal library training he achieved the status of librarian, starting as a page in the summers of his high school years. He graduated in 1931 and started full time work in September 1934 where he worked in all departments and at all tasks, specializing in periodicals, newspapers and financial services including the subscription and binding of them. He grew in knowledge as the library grew.

In addition, he hired and supervised high school boys and girls for after school work at the library. Keeping attractive exhibits and arranging for art displays, both in the old building and in the new one, was another of his tasks that he did well.

He had a special interest and concern for young people. He was an assistant scout master, or on occasion scout master, for boy scout troops from 1939-1952. He helped many boys through his advice and some with financial help. Many people felt they could talk to him and availed themselves of his understanding and support. He was well known throughout the community.

The Church was an important part of his life and at his death he was Clerk of Session, an important, responsible job.

> He was an only child, with no close relatives, and in his later years cared for his invalid father, after his mother's death.
>
> In time his health became poor and open heart surgery was advised. He felt the risk was great and so decided not to have the operation. His doctor advised him to stop work entirely, but his answer was that he couldn't live if he stayed home, so he started working half time in February 1974 and officially retired then.
>
> Church work, library work, devotion to his parents filled his life and his death leaves a void in the community. A friend to all, we are all saddened by his death.

Several newspaper stories with accompanying pictures, including a Gazette SMILE, were exhibited and described.

Ms. Jackie Wagner, assigned the duties for which Mr. Simmons was responsible, became ill with hepatitis. Recovery is expected in about six weeks.

Approval of Bills. The Library Director submitted Book Bills List No. 208 ($6,220.53) and General Bills List No. 208 ($7,471.22) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Dr. Riggleman, and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 207, duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Dr. Riggleman and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Services to the Community Committee. Mr. Bowman, Chairman, reported that the Committee met on October 8, 1974 in the Library Board of Directors Room with representatives of the Elk Valley Library Association, Inc. Those in attendance were:

KCPL Representatives	Elk Valley Representatives
Mr. Bowman	Mr. Lockhart
Dr. Harper	Mr. Smith
Library Director	
	Kanawha County Regional
Project Architect	Development Authority
J. D. King	Mr. Whiting

Employment of Wilson and King, Architects, by EVLA, Inc. was considered and approved. A subsequent on-site meeting was scheduled for October 16, 1974 in Big Chimney at 2:00 p.m.

Mr. Bowman reported that a proposed draft of a Memorandum of Understanding, similar to one used by St. Albans, was prepared for Elk Valley and Cross Lanes. Copies were distributed to members present and would be available to the other Library Board members. It was suggested that the proposals be studied and finalized.

Budget Committee.

Basic Grant-In-Aid Funds. Mr. Springer, Chairman, reported that Kanawha County Public Library would receive $68,855.00 in Grant-In-Aid Funds from the West Virginia Library Commission for the fiscal year 1974/1975. Copies of the proposed schedule were distributed to members present. Mr. Springer spoke briefly on each item. After discussion, upon motion by Mr. Springer, seconded by Dr. Riggleman, it was moved that expenditures listed below be made but with the following exceptions:

a) Book Detection System be set aside temporarily; and

b) Sunday services be tried until the last Sunday in December, 1974. If successful, following an evaluation by the Library Director and staff, the program would continue through June, 1975.

Schedule of Expenditures

Books		
Kanawha County Public Library	$27,880	
St. Albans Branch	4,307	
Affiliated Libraries		
South Charleston Public Library	4,900	
Dunbar Public Library	2,745	
Nitro Public Library	2,406	
Cross Lanes Branch	300	$42,538
Sunday Service		7,700
Temporary Librarians		6,800
Social Security		397
Book Detection System		7,000
Film Circuit and Programs		1,500
Memberships, American Library Association/ West Virginia Library Association		690
Furniture and Equipment		2,230
		$68,855

Motion carried.

Supplementary III Grant-In-Aid. Mr. Springer reported that the Library would receive a supplementary grant of $11,000.00 which would revert to West Virginia Library Commission if the funds could not be used. He recommended that the library employ a children's librarian at an annual salary of $8,464.00. The estimated expenditure from October 1, 1974 through June 30, 1975, he said, would be $6,348.00. Mr. Springer recommended that the balance of $4,652.00 be expended to employ a college graduate (minimum educational requirement established by West Virginia Library Commission) to prepare catalog cards for Kanawha County Public Library books on loan to the Dunbar and Nitro Public Libraries.

After discussion, upon motion by Mr. Springer, seconded by Mr. Ray, it was moved that the following expenditures be made:

Children's Librarian	$ 6,348.00
Cataloger	4,652.00
	$11,000.00

Motion carried.

Supplementary IV Grant-In-Aid. Mr. Springer reported that the West Virginia Library Commission set aside a supplementary grant of $1,092.00 to be spent for increasing Nitro library service from 20 hours to 30 hours per week. There was some discussion. No action was taken at this meeting.

Personnel Committee.

Branch Children's Librarian and Catalog Librarian Candidates. The Library Director submitted the applications of Miss Marilyn Long as Branch, Children's Librarian and Miss Claudia Dale Benton as Catalog Librarian respectively. He presented a brief review of their educational and professional qualifications. Following discussion and upon motion by Mr. Bowman, seconded by Dr. Riggleman, it was unanimously

RESOLVED, That Marilyn Long be employed as Branch Children's Librarian at an annual salary of $8,464.00 beginning October 1, 1974; and

RESOLVED FURTHER, That Claudia Dale Benton be employed as Catalog Librarian at an annual salary of $8,464.00 beginning October 14, 1974.

Committee Assignments. The President distributed copies of Committee Assignments to members present. He suggested that the Budget Committee, Services to the Community Committee and the Special Committee

for the Study of the Library Survey meet during the next two weeks for the purpose of determining long range costs.

There being no further business, the meeting on motion adjourned.

L K Lowenstein
President

Nicholas Winnick
Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

NOVEMBER 12, 1974

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on November 12, 1974 at 4:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mrs. Anderson
Mr. Bowman
Dr. Harper
Mrs. Myerly
Mrs. Smith
Mr. Snyder
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the October 8, 1974 meeting were approved.

Correspondence. The Library Director read a letter from Mr. Leo G. Kopelman, dated October 30, 1974, in which Mr. Kopelman expressed an interest in an Instant Library project to improve library services in the "Louden and Cabin Creek district areas." A reply, in consultation with the President, was prepared on the following day, November 1, 1974, and mailed to Mr. Kopelman. This letter was read and ordered filed.

The Library Director read a letter from William E. Albright, Jr., Morris Harvey College, Sociology Department, dated October 25, 1974, in which Dr. Albright extended expressions of thanks and appreciation to the Library Board for Sunday Library Service.

Similar remarks were expressed by Rebecca Godfrey in her letter dated October 17, 1974.

Following discussion, both letters were ordered filed.

Resignation - Charles A. Williamson. The Library Director reported that the Library was in receipt of a letter from Mr. Williamson. It reads as follows:

"October 25, 1974

"Mr. Nicholas Winowich, Director
Kanawha County Public Library
Charleston, West Virginia

"Dear Nick:

"I have been absent from Charleston longer than I would have predicted, and it is altogether likely that my visits will be fewer and farther between in the time ahead.

"Therefore it is to the best interest of the Library that I tender my resignation from the Board, which I hereby do.

"Since I have enjoyed this association tremendously, both to the institution itself, of which I am so very proud, and with my fellow Board members from 1952 (I think) to the present time, I resign with pronounced reluctance. But, there are others who at the least will do as well as I have done, and probably a bit better.

"I cannot close with expressing my gratitude to the staff, from the basement up, or from the 4th floor down, from Capitol street to Summers street. So many of them do I consider cherished friends, and I want you to remember me to them with unbounded affection.

"With kindest regards to you all, and my best wishes for unlimited usefulness---

"Most sincerely

/s/ Charley Williamson
Chas. A. Williamson"

Following discussion, it was moved that Mr. Charles A. Williamson's resignation be accepted with reluctance and regret and that the following resolution be spread upon the minutes of this meeting:

> WHEREAS, Charles A. Williamson has well and faithfully served the Kanawha County Public Library as a member of its Board of Directors for 19 years; and,
>
> WHEREAS, Charles A. Williamson has strengthened this Board and furthered the progress of this Library by his steadfast integrity and wise counsel; therefore,
>
> BE IT RESOLVED, That we accept the resignation of Charles A. Williamson with reluctance and with a sense of personal loss; and
>
> RESOLVED FURTHER, That the resolution be spread upon the minutes of this meeting for a permanent record and a copy be sent to Mr. Williamson.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of October, 1974. Included were the following:

1. The Library was awarded a SMILE by The Charleston Gazette "for opening on Sunday between the hours of 1 and 5."

2. The very favorable and enthusiastic response to Sunday Library Service by the public. The staff is pleased and proud to be a part of this kind of special activity.

3. Our newest Librarians, Marilyn Long, Children's Librarian in St. Albans, and Claudia Benton, Assistant Cataloger, are performing their duties and responsibility with a great deal of care and enthusiasm.

Approval of Bills. The Library Director submitted Book Bills List No. 209 ($8,104.87) and General Bills List No. 209 ($4,351.61) duly certified and approved in accordance with the Bylaws and on motion by Mr. Bowman, seconded by Mr. Snyder, and duly adopted, it was ordered that the bills set

out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 208, duly certified and approved in accordance with the Bylaws, and on motion by Mr. Bowman, seconded by Mr. Snyder and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Special Committee for the Study of the Library Survey. Mrs. Smith, Chairwoman, reported that the Committee met on October 29, 1974 and again on November 7, 1974 to consider a long-range commitment of resources to proposed branch library installations, services, salaries and other anticipated expenses. She stated that the Committee did recommend employment of an "Adult Services Coordinator" who would serve as an Assistant to the Library Director. Copies of working-papers were distributed and ordered filed. They are identified as follows:

1. Income
2. Valuations
3. Proposed Expenditures
4. Building Purchase Contract

There was considerable discussion. Afterwards, it was agreed that the Committee would meet on Wednesday afternoon, November 20, 1974 at 1:00 p.m. in the Board of Director's Room.

Services to the Community Committee. Mr. Bowman, Chairman, reported that the Committee met on October 16, 1974 at the Elk National Bank with representatives of the Elk Valley Library Association. A visit was made to

the site of the branch library installation. Mr. J. D. King, architect, was employed by the Association. Mr. Bowman announced that the next meeting with Elk Valley representatives will be held on Monday, November 25, 1974 to consider the Program Statement (a document which projects the purposes of the library, the varied services to be provided and its physical facilities) prepared by the Library Director and Mr. Stern of the Extension Department.

Mr. Bowman announced that a meeting would be held on Wednesday afternoon, November 20, 1974, in the Library Board of Director's Room with representatives of the Cross Lanes Instant Library project.

Cabin Creek Quilts Cooperative. The President reported that the Library Director was in receipt of an application for the use of the Library's Plaza and Steps from the Cabin Creek Quilts Cooperative organization. The group expected to conduct a bake sale and to sell quilts made by the ladies of the group. Following discussion, it was decided that the request be declined with reluctance and regret.

Committee Assignments. The President suggested that the Book Committee and Gifts, Bequests and Endowments Committee meet within the next month to consider their responsibilities and to offer guidelines and suggestions which will be of use and benefit to the Library Director and staff.

There being no further business, the meeting on motion adjourned.

L K. Lowenstein
President

Nicholas Winovich
Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

DECEMBER 10, 1974

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on December 10, 1974 at 4:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mr. Bowman
Mrs. Myerly
Dr. Riggleman
Mrs. Smith
Mr. Snyder
Mr. Springer

Mr. Lovenstein, President, presided.

Tribute to John V. Ray. A moment of silence was observed in memory of Mr. John V. Ray. Afterwards, a memorial statement was read by the Secretary. A copy is attached to the minutes of this meeting.

Resolution on the Life and Service to the Library of Mr. John V. Ray. Upon motion by Dr. Riggleman, seconded by Mr. Snyder, the following resolution was adopted unanimously:

WHEREAS, It is with deep sorrow that we record the passing of Mr. John V. Ray our friend and colleague who died in Charleston, West Virginia, on November 25, 1974; and

WHEREAS, The many years of extraordinary service begun on April 4, 1929, when he became a member of the Library Board of Directors, serving the office of President from December 4, 1936, until June 30, 1966; and

WHEREAS, The noble require no special words of praise to record their achievements, may the following words of Longfellow express our sentiments;

So when a great man dies,
For years beyond our ken
The light he leaves behind him lies
Upon the paths of men.

We pause instead, in silence, to pay simple tribute to the memory of John V. Ray; and

WHEREAS, In this, the first meeting since the death of our friend, our mentor, and our guide, the Library Board of Directors wishes to give expression to its sense of collective loss and to the sense of personal loss to the individual members of this Board who worked and served with him,

BE IT RESOLVED, That this remembrance be spread upon the minutes of this meeting; and

BE IT FURTHER RESOLVED, That a copy of this resolution be transmitted to the family of Mr. Ray, to whom we extend our sincerest sympathy.

The minutes of the November 12, 1974 meeting were approved.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of November, 1974. Included were the following:

1. The Library was closed on November 27, 1974 until 1:00 p.m. in memory of Mr. John V. Ray and to permit staff members to attend funeral services at Christ Church United Methodist.

2. The Library was in receipt of three gifts totaling $1,400.82.

3. The picture/story on "The Age-Old Art of Story Telling" at the St. Albans Branch Library which appeared in the Charleston Gazette on December 5, 1974, was shown and discussed by the Library Board members present.

4. A series of orientation lectures on the Library are to be given by the Library Director for all members of the staff. The first session was well received.

Approval of Bills. The Library Director submitted Book Bills List No. 210 ($11,149.74) and General Bills List No. 210 ($4,166.48) duly certified and approved in accordance with the Bylaws and on motion by Mr. Springer, seconded by Mr. Snyder, and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 209, duly certified and approved in accordance with the Bylaws, and on motion by Mr. Springer, seconded by Mr. Snyder and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Budget Committee.

Supplementary IV - Grant-In-Aid. Mr. Springer, Chairman, reported that the West Virginia Library Commission set aside a supplementary grant of $1,092.00 to be spent for increasing Nitro Library service time from 16 hours weekly to 30 hours per week. He stated that the supplementary grant was in addition to the basic grant and could be obtained only through Kanawha County Public Library to the affiliated libraries, Dunbar, Nitro and South Charleston, within Kanawha County.

After discussion, upon motion by Mr. Springer, seconded by Mr. Bowman, it was unanimously

> RESOLVED, That the Library Board accept the Supplementary IV - Grant-In-Aid funds of $1,092.00 from the West Virginia Library Commission for the purpose of increasing library service time from 16 hours to 30 hours weekly at the Nitro Public Library.

Motion carried.

Services to the Community Committee.

Sunday Library Services. Mr. Bowman, Chairman, reported that the Committee met on Tuesday, December 10, 1974 at 3:30 p.m., prior to the regular meeting of the Library Board, to consider the continuation of Sunday library services through June, 1975. Also in attendance were the Library Director and Mrs. Zetta Walker, librarian-in-charge. He said that the funding for the project has been provided by Grant-In-Aid Funds and that the public's response was very encouraging.

After discussion, it was moved by Mr. Bowman, seconded by Mr. Springer, that Sunday library services be continued through June, 1975. Motion carried.

Cross Lanes Instant Library Project. Mr. Bowman, Chairman, reported that the committee met on November 20, 1974 with representatives of Cross Lanes.

Mr. Lovenstein, Mr. Bowman and the Library Director met on December 4, 1974 with Mr. John Kiser, attorney for the Kanawha County Board of Education.

There was discussion afterwards.

Book Committee. Dr. Riggleman, Acting Chairman, reported that the Book Committee met on December 4, 1974 to study and re-evaluate the "Policies for the Selection of Books and Related Library Materials" which are presently in effect. After discussion, upon motion it was moved by Dr. Riggleman, seconded by Mr. Bowman, that the "Policies for the Selection of Books and Related Library Materials" be reaffirmed as written. Motion carried.

Building and Grounds Committee.

Power Capacitors. Mr. Snyder, Chairman, reported that the Library was in receipt of a letter dated November 15, 1974, from George H. Zimmerman, Engineer, regarding installation of capacitors. It was estimated by Mr. Zimmerman and representatives of APCO (Appalachian Power Company) that a considerable reduction in electric power costs, in excess of $800.00 annually, would be realized. The letter and capacitor illustrations were exhibited. Afterwards, it was regularly moved and seconded that the capacitor installation be made but only after a computor print-out has been received from Appalachian Power Company and evaluated by the Chairman and Library Director.

Bus Shelter. Mr. Snyder, Chairman, reported that the Library was in receipt of a letter from Kanawha Valley Regional Transportation Authority seeking permission to install a bus shelter on the Summers Street sidewalk near Quarrier. A copy of the Authority's letter and drawings of the proposed bus shelter were shown to the members present. After discussion, upon motion by Mr. Snyder, seconded by Dr. Riggleman, it was moved that the installation of a bus shelter be approved and that the facility remain until such time as the Library Board should direct.

Personnel Committee. Mr. Snyder, Chairman, submitted the application of Miss Sue Carol Williams as Children's Librarian. He presented a brief review of her education and professional qualifications. Following discussion and upon motion by Mr. Snyder, seconded by Mr. Anderson, it was unanimously

RESOLVED, That Sue Carol Williams be employed as Children's Librarian at an annual salary of $8,464.00 beginning the first working day in January, 1975.

Motion carried.

Library Board Memberships. The President announced that the Library Board has two vacancies because of the death of John V. Ray whose term expired June 30, 1979 and the resignation of Charles A. Williamson whose term expired June 30, 1976. The President suggested that names to fill the unexpired terms will be considered at the next meeting.

There being no further business the meeting on motion adjourned.

L.K. Lowenstein
President

Nicholas Winnicki
Secretary

JOHN VICKERS RAY

John V. Ray was a native of Kanawha County, West Virginia, and was educated in its public schools. Following his graduation from the University of Virginia he was a successful candidate for a Rhodes Scholarship and enrolled in Christ Church College of Oxford University.

He served in the American Field Service Ambulance Corps with the French Army and when his country went "over there" in World War I, John V. Ray transferred to the American Expeditionary Force. Following the conclusion of the war, Mr. Ray returned to Oxford where he completed his course of study and earned the Bachelor's Degree and the Master's Degree in Jurisprudence. He then returned to the University of Virginia where he received his Bachelor of Laws Degree.

Mr. Ray has been a practicing attorney in West Virginia since 1920. He was a member of the Kanawha County Bar, the West Virginia Bar, the West Virginia State Bar, and the American Bar Association. Through years of devoted service to his profession and singular success before the bar, Mr. Ray has earned for himself a place of honor and esteem among his fellow lawyers.

Mr. Ray participated actively as a member and officer in many educational, church, civic, cultural institutions and organizations. To cite only a few instances of community responsibility and involvement, he has been associated with Morris Harvey College, Charleston, West Virginia, as a member and officer of its Board of Trustees since 1938. Dr. Marshall Buckalew, President, related the following:

> "During these years he has given of his time and talents, over and beyond his normal duty as a trustee, in helping to solve the multitude of legal problems which daily occur in the life of a growing institution. His wise counsel has been invaluable to all those who have been charged with the administration of the affairs of this college."

Mr. Charles A. Williamson read the following statement at the Library Dedication Luncheon held on January 3, 1967:

> "On the new Library's third floor a certain section of enclosed space has been appropriately completed and set aside for special purposes - as an auditorium whose uses will be many, both for the Library in its program and as a service for civic groups when a centrally located room might be helpful for their meetings. It is, in every way, as intended, a splendid contribution to the whole community.
>
> "This room overlooks the crossroads of every activity in our county's life - its business, its professions, its religions, its government; appropriately enough representatives of every vocation, no matter what it is, sooner or later pass in review of this particular room.
>
> "To personalize this useful room offers an easy choice. Obvious to all is one personality who, by his attainments has distinguished himself. A long time ago this particular person observed it to be his task to relinquish himself from avocations and extra-curricular activities ordinarily selected by men, to devote his exceptional ability to our Library.
>
> "When George S. Laidley relinquished the direction of our Library's affairs in 1936, the task of carrying-on was given to this person referred to here - as the second president of our Board in three score years. Because such action represents a continuity in the birth, struggle for and the fulfillment of a great dream, and a magnificent vision, and because his efforts for the Library have been incomparable and irreplaceable, out of a sense of deep gratitude and sincere appreciation, the Board of Directors of the Kanawha County Public Library, by unanimous action entitle that room set aside as an auditorium from this day forth as 'The John V. Ray Auditorium'."

As a member and officer of Sunrise, Mr. Ray contributed immeasurably to the direction and success of the community's outstanding Children's Museum and Planetarium, Art Gallery, Garden Center and Bird Club. He served as Secretary of the West Virginia Rhodes Scholarship Selection Committee and demonstrated an active interest in The Charleston Symphony, Light Opera Guild and Kanawha Players.

Mr. Ray was a member of the American Library Association and the West Virginia Library Association, Christ Church United Methodist Church, the Edgewood Country Club, Berry Hills Country Club, Chi Phi Fraternity and Phi Delta Phi Law

Fraternity. He was a member of the West Virginia Library Commission, November 24, 1967 - June 30, 1969.

John V. Ray was elected to the Board of Directors of the public library on April 4, 1929. Mr. Ray was elected President of the Library Board of the Kanawha County Public Library on December 4, 1936 and has served that office until June 30, 1966 with ability, concern, dedication and enthusiasm.

During the forty-five years of his association with the public library in Charleston, West Virginia, Mr. Ray has been an active and spirited force behind the library's achievements. Under his capable administration the library has become an institution of significance; a community resource. In a special poll conducted by The Charleston Gazette, nearly 600 residents were invited to respond to the following question: "How would you rate the performance of each of the following county agencies over the past year?" The results were published on November 11, 1971. The report read, "The library is the highest rated county aide agency." This is a tribute to Mr. Ray. There have been realistic budget increases, employment of a professionally trained staff of librarians, enlarged collections of library materials, extension of services, building modification to permit ease and accessibility so that ALL patrons including physically and visually handicapped could use and visit the facility and adaptation to new ideas and social changes. Mr. Ray would protest that it has not been he but the librarians who have been responsible for all this, but the librarians have been many and have come and gone; behind them, always, has been the dedicated and inconspicuous Chairman of the Board, representing his library with dignity, perseverance, strength and understanding.

Through the years there have been questions needing answers and problems needing solutions. Always in the forefront leading and striving to overcome barriers of doubt, indecision and timidity is John V. Ray who stood up to be

counted when it was necessary. Inadequacies were never tolerated: "Tell us what you want and need and we'll get it." Interference was never demonstrated: "If you do good work, we will never tell you how to do your job." Imagination was never stiffled: "It sounds like a good idea and should be tried." Professional competency was encouraged and promoted: "We need library school graduates who know books, reading and libraries; persons who will involve themselves personally and professionally in local, state and national library associations." Community involvement is admired: "Our staff ought to participate in civic and cultural activities; they cannot live unto themselves but must be a part of the community in which they live."

In October, 1955, John V. Ray received an Award of Recognition presented by the West Virginia Library Association for his distinguished contribution to library service and librarianship in the State of West Virginia.

Working with confidence, diligence and vision, Mr. Ray prepared and successfully guided the Kanawha County Public Library Act enacted by the West Virginia Legislature (Chapter 148 of the Acts of 1957). The constitutionality of the act was unanimously upheld by the Supreme Court of Appeals of West Virginia which declared, in part, that:

> "huge sums of money have been expended in the state pursuant to statutes, city ordinances, or orders of county courts for the physical development or pleasure of its citizens is common knowledge. Football stadiums...recreation centers...swimming pools, public parks and other public recreational and entertainment areas exist in all sections of the state. Public libraries are scarce. However, we find that they are as much a public function as are the other enterprises heretofore mentioned. The importance of physical development cannot be minimized, and the importance of mental development must not be minimized."

There followed other significant and far reaching developments. John V. Ray directed the sale of the former library site for the unexpected sum of $711,000.00, which according to the Charleston Daily Mail was "Believed to have

established one of the all-time high prices for downtown real estate." The newspaper editorialized, "The Kanawha County Public Library is about to come into its own and its success makes pleasant reading." He worked hard and was successful in obtaining the former Post Office and Federal Building located in the heart of downtown Charleston which became the new home of the Kanawha County Public Library. His efforts resulted in: acquisition of Accelerated Public Works Funds to supplement local money in order to build a new branch library in St. Albans, West Virginia; approval of applications under the Library Services and Construction Act and the Appalachian Regional Development Act of 1965 programs which made it possible to move the library from old, inadequate quarters into a handsome new building designed expressly for library use.

The Charleston Gazette of January 4, 1967, in a lead editorial said, "Certainly, the success the Kanawha County Public Library has enjoyed over the years can in a large measure be attributed to the tireless efforts of Ray.... This community owes Ray thanks for his many services on behalf of its library."

The Library Board of Directors and staff, in concert with many West Virginians recognizes with great pleasure and deep pride that John Vickers Ray represented libraries and librarianship in the Land of the Mountaineer with signal qualities of vision and achievement, service and dedication.

Nicholas Winowich

Nicholas Winowich

December 10, 1974

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

JANUARY 14, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on January 14, 1975 at 4:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Anderson
Mr. Bowman
Mrs. Smith
Mr. Snyder
Dr. Wallace

In the absence of the President, Mr. Snyder, Second Vice President, presided.

The Secretary reported that a quorum was present.

The minutes of the December 10, 1974 meeting were approved.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of December, 1974. Included were the following:

1. The John V. Ray Resolution and Memorial Tribute prepared for Mrs. Ray and enclosed in a special binder was exhibited.

2. The gift by the Charleston Daily Mail and Mr. Jack Maurice of the Pat Schell original drawing of "Charley and Jenny West" standing on the Library plaza and extending a HAPPY NEW YEAR to the readership was exhibited to the members present.

3. Resignation of Ms. Jackie Wagner, effective February 28, 1975, to become Assistant Director, South Charleston Public Library.

4. The second annual Library Appreciation Day would be observed on Sunday, February 2, 1975 at the main library and St. Albans Branch.

5. Requests for loans of books to elementary classrooms have been received by and prepared for seven Christian schools.

6. A gift of six, unmarked elementary textbooks, considered for adoption by the Board of Education, were offered to the Library.

Approval of Bills. The Library Director submitted Book Bills List No. 211 ($22,380.89) and General Bills List No. 211 ($11,670.04) duly certified and approved in accordance with the Bylaws and on motion by Dr. Wallace, seconded by Mr. Anderson, and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 210, duly certified and approved in accordance with the Bylaws, and on motion by Dr. Wallace, seconded by Mr. Anderson and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Budget Committee. Mr. Bowman, reporting for Mr. Springer, Chairman, announced that a proposed budget for fiscal 75/76 has been submitted to the Chairman and that the Budget Committee would meet on Tuesday, January 28, 1975.

Services to the Community Committee - Dunbar Library Project. Mrs. Smith reported that there was strong community interest to build a

new public library building in Dunbar, West Virginia as a memorial to Miles C. Stanley. Construction and site funding would be provided by West Virginia Labor Federation AFL-CIO and the City of Dunbar. The facility, when completed, would become a branch of Kanawha County Public Library. There was discussion. It was agreed that the project was desirable and that the Services to the Community Committee, Mr. Bowman, Chairman, be authorized to represent the Kanawha County Public Library.

There being no further business the meeting on motion adjourned.

Walter F. Snyder
Second Vice President

Nicholas Winnick
Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

FEBRUARY 11, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on February 11, 1975 at 4:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mrs. Anderson
Mrs. Brown
Dr. Harper
Mr. Jacobson
Mrs. Myerly
Dr. Riggleman
Mrs. Smith
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the January 14, 1975 meeting were approved.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of January, 1975. Comments and discussion included the following:

1. The Library Director was elected President, Middle Atlantic Regional Library Federation. MARLF is composed of state library associations of West Virginia, Pennsylvania, Maryland, New Jersey, Delaware and the District of Columbia.

2. The Library has been offered a piano. The gift is either a baby grand or player piano. The caller, who spoke for the donor, was not sure. Mrs. Anderson, Mrs. Myerly and the Director were asked to examine the gift and to prepare a recommendation for the March meeting of the Library Board.

3. Correctional Center Library (formerly identified as Jail Library) is operating satisfactorily and Mr. Jay Pauley of our Extension Department is librarian-in-charge.

4. Film shows at the Kanawha County Public Library and St. Albans Branch continue to be popular. Popular movies include comedy and foreign classic.

Approval of Bills. The Library Director submitted Book Bills List No. 212 ($9,328.65) and General Bills List No. 212 ($4,829.49) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mrs. Anderson, and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 211, duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mrs. Anderson and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Services to the Community Committee - Cross Lanes. The President, reporting for Mr. Bowman, Chairman, who could not be present for the meeting, distributed three versions of the Proposal to the Kanawha County Public Library by Cross Lanes Community Library, copies of which were reviewed by the members present. There was discussion afterwards.

The President reported that a deed of trust, prepared by Mr. John Kizer, Attorney for the Board of Education, and approved by the Services to the Community Committee, which conveyed a parcel of land to the Kanawha County Public Library for the Cross Lanes Instant Library, was completed. A requisition was submitted by the Director to the County Court on February 5,

1975 for $547.20. Mr. Lovenstein reported, also, that he was informed that a government regulation, under the federal revenue sharing program, may require property to be in the name of the Kanawha County Court. This will be investigated and reported on at the next meeting.

Mr. Lovenstein reported further that he was seeking an opportunity to meet with members of the County Court for the purpose of explaining the budget and exchanging information on matters concerning Kanawha County Public Library. There was discussion. Afterwards, it was agreed that a meeting of the Library Board be held on Wednesday afternoon, February 26, 1975 at 2:00 o'clock to discuss all of the above and any other matters which may come to the attention of the Library Board of Directors.

Personnel Committee. In the absence of Mr. Snyder, Chairman, the Library Director submitted the application of Mr. Frank Ontko for the position of Preparation and Binding Librarian to succeed Ms. Jacqueline Wagner. The Library Director reported that Mr. Ontko had been invited for a personal interview on February 13, 1975 at which time he would meet with the President, other staff members and himself. After discussion, it was moved by Mr. Jacobson, seconded by Dr. Wallace, and unanimously

> RESOLVED, That the Library Director, upon approval of the President, be authorized to employ Mr. Frank Ontko as Preparation and Binding Librarian, beginning March 1, 1975 at an annual salary of $8,464.00.

Motion carried.

UNFINISHED BUSINESS

Library Board Memberships. The President appointed a Library Board Membership Committee consisting of Mr. Snyder, Chairman, Mr. Bowman, Mrs. Anderson and Mr. Jacobson to consider and recommend nominations for the

Library Board of Directors to fill the unexpired vacancy created by the resignation of Charles A. Williamson whose term expires June 30, 1979. The President then asked for a report from Mr. Jacobson.

Mr. Jacobson recommended that Mr. John L. Ray be nominated as a member of the Board of Directors to fill the unexpired term of Mr. John V. Ray ending June 30, 1976. After discussion and upon motion by Mr. Jacobson, seconded by Dr. Riggleman, the following resolution was adopted:

> RESOLVED, That Mr. John L. Ray be nominated to fill the unexpired term of Mr. John V. Ray which ends June 30, 1976; and
>
> RESOLVED FURTHER, That the said nomination be reported to the Board of Education of the County of Kanawha with the request that the said nominee be duly elected.

Motion carried.

Budget Committee. The Library Director and Miss Ammar were excused from the meeting. In the absence of Mr. Springer, Chairman, Mr. Anderson, member of the committee, reported and submitted a proposed budget for the fiscal year 1975/1976. Copies were distributed to the members present. Following an explanation of the document and discussion, upon motion by Mr. Jacobson, seconded by Dr. Riggleman, it was moved that the Budget for 1975/1976 be adopted as submitted. Afterwards, a vote was taken and the motion carried.

Transmittal of Budget to the Board of Education of the County of Kanawha, City of Charleston and County Court of Kanawha County. Mr. Jacobson moved that the following resolution be adopted:

> RESOLVED, That a copy, duly certified by the Director, of the budget of Kanawha County Public Library for the fiscal year beginning July 1, 1975, which has been approved and adopted by the Library Board, be transmitted to the Board of Education of the County of Kanawha by a proper letter signed by the President; and,

RESOLVED FURTHER, That the President of Kanawha County Public Library be authorized and directed, in the said letter transmitting the budget to request the Board of Education of the County of Kanawha to lay a levy, in accordance with Section 5 of Chapter 178 of the Acts of West Virginia Legislature, 1957, which will produce its proper share of the total amount required for the support, maintenance and operation of the public library as shown in the said budget; and,

RESOLVED FURTHER, That the officers of the Library Board and the Director be authorized and directed to sign such other papers, and to perform such acts, as may be necessary to effect the proper laying of the said levy by the Board of Education of the County of Kanawha, authorized by the said statute, in order to provide for the support, maintenance and operation of Kanawha County Public Library.

The motion was seconded by Dr. Riggleman, and upon a vote being taken, the motion carried unanimously.

Mr. Jacobson moved that the following resolution be adopted:

RESOLVED, That a copy, duly certified by the Director, of the budget of Kanawha County Public Library for the fiscal year beginning July 1, 1975, which has been approved and adopted by the Library Board, be transmitted to the Mayor and Council of the City of Charleston by a proper letter signed by the President; and,

RESOLVED FURTHER, That the President of Kanawha County Public Library be authorized and directed, in the said letter transmitting the budget to request the City of Charleston to lay a levy, in accordance with Section 5 of Chapter 178 of the Acts of West Virginia Legislature, 1957, which will produce its proper share of the total amount required for the support, maintenance and operation of the public library as shown in the said budget; and,

RESOLVED FURTHER, That the officers of the Library Board and the Director be authorized and directed to sign such other papers, and to perform such acts, as may be necessary to effect the proper laying of the said levy by the City of Charleston, authorized by the said statute, in order to provide for the support, maintenance and operation of Kanawha County Public Library.

The motion was seconded by Dr. Riggleman, and upon a vote being taken, the motion carried unanimously.

Mr. Jacobson moved that the following resolution be adopted:

> RESOLVED, That a copy, duly certified by the Director, of the budget of Kanawha County Public Library for the fiscal year beginning July 1, 1975, which has been approved and adopted by the Library Board, be transmitted to the County Court of Kanawha County by a proper letter signed by the President; and,
>
> RESOLVED FURTHER, That the President of Kanawha County Public Library be authorized and directed, in the said letter transmitting the budget to request the County Court of Kanawha County to lay a levy, in accordance with Section 5 of Chapter 178 of the Acts of West Virginia Legislature, 1957, which will produce its proper share of the total amount required for the support, maintenance and operation of the public library as shown in the said budget; and,
>
> RESOLVED FURTHER, That the officers of the Library Board and the Director be authorized and directed to sign such other papers, and to perform such acts, as may be necessary to effect the proper laying of the said levy by the County Court of Kanawha County, authorized by the said statute, in order to provide for the support, maintenance and operation of Kanawha County Public Library.

The motion was seconded by Dr. Riggleman, and upon a vote being taken, the motion carried unanimously.

NEW BUSINESS

Library Appreciation Day. The President reported that the Kanawha County Public Library held an open house on February 2, 1975 in The John V. Ray Room to honor Kanawha County Legislators. He said that several Senators and Delegates were in attendance. The President displayed photographs that were taken on the occasion of Library Appreciation Day. Mr. Lovenstein reported that expenses for punch, cookies, photographs and incidentals were paid by Library Friends who wish to remain anonymous.

Film Circuit Meeting in Akron, Ohio. The President stated that Mrs. Zetta Walker, film librarian, attended a Film Circuit meeting on January 28-29, 1975 in Akron, Ohio. He reported that her expenses totaled $61.36. Upon motion by Dr. Wallace, seconded by Mrs. Anderson, it was unanimously

> RESOLVED, That the expenses of $61.36 be paid to Mrs. Zetta Walker for her attendance of the Film Circuit Meeting held in Akron, Ohio, on January 28-29, 1975.

Motion carried.

There being no further business the meeting on motion adjourned.

L. K. Lowenstein
President

Nicholas Winnicki
Secretary

BUDGET 1975/1976
KANAWHA COUNTY PUBLIC LIBRARY

OPERATING AND MAINTENANCE EXPENSES

Salaries

Professional	$225,832
Non-Professional	234,290
	$460,122

Books

Books	$ 74,466
Binding	4,100
Periodicals	11,500
	$ 90,066

Other Expenses

Salaries	$ 36,242
Building Supplies	3,450
Insurance	18,700
Miscellaneous	4,675
Office and Library Supplies	16,420
Repairs and Maintenance	5,000
Service Contracts	7,914
Social Security	28,487
Travel	2,450
Utilities	36,440
Vehicles - Repairs and Expense	5,600
Workmen's Compensation	568
	$165,946

TOTAL OPERATING AND MAINTENANCE EXPENSES	$716,134
OTHER CAPITAL SUPPORT	
Building Purchase Contract	31,736
TOTAL BUDGET	$747,870

Receipts

Board of Education	$297,646	
County Court	297,646	
City of Charleston	109,078	
St. Albans	11,500	
Miscellaneous	17,000	
Balance with Sheriff	15,000	
TOTAL RECEIPTS		$747,870

KANAWHA COUNTY PUBLIC LIBRARY

Salary Budget 1975/1976

Position	Employee	Monthly Salary	Annual Salary
Director	Nicholas Winowich	$1,958.00	$ 23,496
Adult Services Coordinator/ Assistant to Director	To be appointed	1,175.00	14,100
Chief Children's Librarian	Helen Lind	969.33	11,632
Chief Circulation Librarian	Ruth Figgatt	1,136.00	13,632
Chief Extension Librarian	Helen Miller	1,076.16	12,914
Chief Processing Librarian	Annie Liu	974.33	11,692
Chief Reference Librarian	Frances Gerard	1,041.33	12,496
Children's Librarian	Sue Williams	760.00	9,120
Processing Librarian	Claudia Benton	785.33	9,424
Circulation Librarian	Zetta Walker	855.83	10,270
Circulation Librarian	To be appointed	740.00	8,880
Circulation Librarian	Shirley Smith	855.83	10,270
Extension Librarian	Joel Stern	855.83	10,270
Extension Librarian	Evelyn Coskey	976.58	11,719
Branch Librarian	Robert Willits	1,136.00	13,632
Children's Librarian, Branch	Marilyn Long	785.33	9,424
Preparation Librarian	Jacqueline Wagner	785.33	9,424
Reference Librarian	June Martin	1,006.41	12,077
Reference Librarian	Gretchen Schwinger	946.66	11,360
			$225,832

Non-Professional Staff

Position	Employee	Monthly Salary	Annual Salary
Administrative Assistant	Lorena Ammar	912.75	$ 10,953
Library Associate, Acquisition	Mae Thomas	687.66	8,252
Library Associate, Branch	Henrietta Kidd	668.91	8,027
Library Associate, Branch	Martha Moran	668.91	8,027
Junior Clerk, Branch	Victoria Price	435.00	5,220
Junior Clerk, Branch	Diana Reed	415.00	4,980
Special Clerk, Office	Virginia Banning	525.00	6,300
Senior Clerk, Office	Lura Bridget Herndon	439.00	5,268
Special Clerk, Extension	Franca Martin	575.00	6,900
Junior Clerk, Extension	Janet Lambert	455.00	5,460
Junior Clerk, Extension	Darlene Sizemore	415.00	4,980
Junior Clerk, Extension	Mary Mullins	415.00	4,980
Junior Clerk, Extension	Mary Lee	483.33	5,800
Senior Clerk, Extension	Jay Pauley	421.00	5,052
Junior Clerk, Processing	Kathy Hughes	415.00	4,980
Junior Clerk, Processing	Kathy Brown	415.00	4,980
Junior Clerk, Processing	Vicky Bryant	415.00	4,980
Junior Clerk, Processing	Lois Hudnall	415.00	4,980
Junior Clerk, Processing	Sandra Trimble	465.33	5,584
Senior Clerk, Processing	Patricia Whitlock	537.08	6,445
Special Clerk, Circulation	Cortez Johnson	575.00	6,900
Junior Clerk, Circulation	Paula Jane Martin	415.00	4,980
Junior Clerk, Circulation	Mary Jo Jackson	465.33	5,584
Junior Clerk, Circulation	Willy Richardson	415.00	4,980

Position	Employee	Monthly Salary	Annual Salary
Junior Clerk, Circulation	Sara Meadows	501.16	$ 6,014
Junior Clerk, Circulation	Nova Casto	435.00	5,220
Junior Clerk, Circulation	Laura Ball	415.00	4,980
Special Clerk, Boys and Girls	Betty Jane Harper	575.00	6,900
Junior Clerk, Boys and Girls	Debra White	415.00	4,980
Junior Clerk, Boys and Girls	Karen White	415.00	4,980
Senior Clerk, Reference	Onalee Arcuri	455.00	5,460
Messenger	Robert Henson	550.00	6,600
Mobilibrary Driver	Ronald Finney	605.00	7,260
Pages and Library Aides			37,304
			$234,290

Books

Books	
Boys and Girls	$ 9,000
Circulation	27,166
Extension	20,000
Reference	10,000
St. Albans Branch	5,000
	$ 71,166
Audio-Visual	$ 3,000
Binding	4,100
Periodicals	11,500
Postage	300
	$ 18,900
Total	$ 90,066

Salaries - Building

Position	Employee	Monthly Salary	Annual Salary
Building Superintendent	James L. Thomas	$945.50	$11,346
Custodian	Joseph Harrison	429.00	5,148
Custodian	Herbert Hundley	550.00	6,660
Custodian	James George	429.00	5,148
Custodian, Branch	Michael Eakle	429.00	5,148
Janitress (Part-time)	Miriam Skiles	Hourly	2,792
			$36,242

Building Supplies

Fluorescent tubes and incandescent lamps	$ 700
Wax, steel buffing pads, brooms, mops, soap, paper towels, tissues and other items	2,750
	$ 3,450

Insurance

Comprehensive Insurance Program	$ 5,000
West Virginia Public Employees Insurance	13,700
	$ 18,700

Miscellaneous

Legal advertising	$ 375
Audit	1,400
Refunds on lost books - paid	300
Security Officers/College Work Study	2,000
Petty Cash Disbursements	600
	$ 4,675

Office and Library Supplies

Office Supplies	
Masters, inks, pencils, paper, stationary, printed forms and other supplies	$ 3,300
Library Supplies	
Catalog cards, book pockets, book cards, mending supplies, identification cards, plastic book bags and other supplies	9,600
Postage	
Postal cards, stamped envelopes and stamps	3,520
	$ 16,420

Repairs and Maintenance

General repairs and maintenance	$ 5,000

Service Contracts

Office Machines	$ 2,300
Property Protection Company recharging on fire extinguishers	75
Elevators (3)	4,588
Fire Alarm System	351
Air Conditioning	600
	$ 7,914

Social Security

Contribution on earnings up to $14,100	$ 28,487

Travel

Director and staff members to attend West Virginia Library Association Fall Meeting/Morgantown	$ 500
Director to attend American Library Association Midwinter Meeting/Chicago	450
Director and two staff members to attend American Library Association annual Summer Meeting/San Francisco	1,500
	$ 2,450

Utilities

Electricity	$ 24,530
Fire Service Fee, Charleston	4,100
Gas	1,800
Sewerage	800
Telephone	4,000
Water	1,210
	$ 36,440

Vehicles - Repairs and Expense

Gasoline, oil and lubrication for Mobilibrary and truck	$ 2,000
Washing and waxing Mobilibrary and truck	100
Mobilibrary and truck - maintenance and repair	3,500
	$ 5,600

Workman's Compensation

Amount based on Class P-7 (all employees except building staff and Mobilibrary drivers) at 7¢ per $100	$ 316
Amount based on Class K-4 employees (building staff) at 40¢ per $100	143
Amount based on Class G-11 employees (Mobilibrary drivers) at $1.50 per $100	109
	$ 568

MINUTES OF A SPECIAL MEETING OF THE

BOARD OF DIRECTORS

HELD ON

FEBRUARY 26, 1975

A special meeting of the Board of Directors of the Kanawha County Public Library was held on Wednesday, February 26, 1975 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mr. Bowman
Mr. Jacobson
Mr. Maurice
Mrs. Myerly
Mr. Ray
Dr. Riggleman
Mrs. Smith
Mr. Snyder

The President welcomed Mr. John L. Ray who was appointed to the Library Board to fill the unexpired term of Mr. John V. Ray which ends June 30, 1976.

The President called the meeting to order and served as Chairman of the meeting and the Library Director served as Secretary of the meeting.

The Chairman stated that the Special Meeting had been called to hear a report from the President and Library Director about a meeting they had on Friday, February 21, 1975 with the three members of the Kanawha County Commission, their attorney and the Assessor. The Secretary reported that a notice of the meeting had been given in accordance with the Bylaws. It was ordered that a copy of the notice of the meeting be attached to the minutes of the meeting.

Mr. Lovenstein reported that a meeting was held on Friday, February 21, 1975 at the Kanawha County Court House. Persons attending were:

Kanawha County Commission

Mr. Black
Mr. Catalano, President
Mr. Castleberry

Kanawha County Public Library

Mr. Lovenstein
Mr. Winowich

Kanawha County Commission Attorney

Mr. Andrews

Kanawha County Assessor

Mr. Gibson

The Kanawha County Commission, through its President, questioned the legality and language of the Kanawha County Public Library Statute (Chapter 178 of the Acts of the West Virginia Legislature, Regular Session, 1957). Mr. Catalano insisted that the Kanawha County Commission budget for 1975/1976 "would not include any funds" for the Kanawha County Public Library.

Copies of the Library Statute and the West Virginia Supreme Court of Appeals Decision were distributed to the members present.

There was considerable discussion. Afterwards, upon motion by Dr. Riggleman, seconded by Mr. Maurice, it was unanimously

RESOLVED, That the attorney members of the Library Board confer with legal counsel for the Kanawha County Commission.

On motion duly made, seconded and carried the meeting adjourned.

L. K. Lovenstein
President

Nicholas Winowich
Secretary

3 Capitol Street, Charleston, West Virginia 25301 Telephone 343-4646 Area Code 304

KANAWHA COUNTY PUBLIC LIBRARY

February 14, 1975

Special Meeting of the Library Board

Meeting - Wednesday, February 26, 1975

Time - 2:00 p.m.

Place - Board Room of the Library

Members -

Anderson, L. T.	Maurice
Anderson	Myerly
Bowman	Riggleman
Brown	Smith
Harper	Snyder
Jacobson	Springer
Kleeman	Stone
	Wallace
Lovenstein, President	Ray, J. L.

Please let me know if you cannot attend. Thanks.

Nicholas Winowich

Nicholas Winowich, Director

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

MARCH 11, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on March 11, 1975 at 4:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mr. Bowman
Mrs. Brown
Dr. Harper
Mr. Jacobson
Mrs. Myerly
Mr. Ray
Mrs. Smith
Mr. Snyder

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the February 11, 1975 and February 26, 1975 meetings were approved.

Correspondence. The Library Director read the following letter:

"February 12, 1975

"The Board of Education of the
County of Kanawha
200 Elizabeth Street
Charleston, West Virginia 25311

"Gentlemen:

"The Library Board of Kanawha County Public Library at its meeting held on February 11, 1975, has nominated John L. Ray, of Charleston, West Virginia, to fill the unexpired term of John V. Ray which ends June 30, 1976.

"The Library Board respectfully requests that the said nominee be duly elected.

"Sincerely yours,

Kanawha County Public Library

"By Nicholas Winowich
Secretary"

The Secretary reported that the Library was in receipt of a letter from Kanawha County Schools, which reads as follows:

"February 17, 1975

"Mr. Nicholas Winowich, Secretary
Kanawha County Public Library
123 Capitol Street
Charleston, West Virginia 25301

"Dear Mr. Winowich:

"The Kanawha County Board of Education at its regular meeting on Thursday, February 13, 1975, approved the nomination of Mr. John L. Ray to fill the unexpired term of Mr. John V. Ray to the Kanawha County Library Board. It is understood that Mr. John L. Ray's term on the Library Board ends June 30, 1976.

"Sincerely yours,

/s/ John F. Santrock
John F. Santrock
Superintendent of Schools"

Library Director's Monthly Report. The Library Director presented a brief oral report on some of the activities of the Library for the month of February, 1975. Included were the following:

1. Funding by the Legislature of the Library Commission's Grant-In-Aid program from 30 cents per capita ($68,854) to 57 cents per capita ($130,823).

2. New hours in the Boys and Girls Department include Friday night extension of library service until 9:00 p.m.

Approval of Bills. The Library Director submitted Book Bills List No. 213 ($9,531.49) and General Bills List No. 213 ($4,408.02) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mr. Anderson and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 212, duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mr. Anderson and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Services to the Community Committee. Mr. Bowman, Chairman, reported that the Services to the Community Committee met on March 11, 1975 at 3:30 p.m. to consider the Huffman letter demands addressed to Mr. Lovenstein. A copy of the letter was made available to each member present.

Following discussion, upon motion by Mr. Bowman, seconded by Mr. Snyder, it was unanimously

> RESOLVED, That since we are already involved in the Elk Valley Library Project and the County Commission has committed itself to the Elk Valley Project and unless the County Commission wishes to withdraw from this project, we are committed to staying with the Elk Valley Project and cannot undertake another committment in the same area.

UNFINISHED BUSINESS

Kanawha County Commission. Mr. Bowman and Mr. Ray reported on their meeting with Mr. Jack Catalano, President, Kanawha County Commission and Mr. Larry Andrews, Attorney, Kanawha County Commission held on Monday morning, March 3, 1975. There was discussion afterwards.

NEW BUSINESS

Administrative Meeting - Carnegie Library of Pittsburgh. The President stated that Mr. Joel Stern, extension librarian, attended an Administrative Meeting on February 20, 1975 in Pittsburgh, Pennsylvania at the Carnegie Library of Pittsburgh. He reported that Mr. Stern's expenses totaled $45.63. Upon motion by Mr. Snyder, seconded by Mr. Jacobson, it was unanimously

> RESOLVED, That the expenses of $45.63 be paid to Mr. Joel Stern for his attendance at the Administrative Meeting in Pittsburgh, Pennsylvania, on February 20, 1975.

Motion carried.

Catalog Meeting - University of Pittsburgh. The President stated that the Graduate School of Library and Information Sciences of the University of Pittsburgh and the University of Pittsburgh Carnegie Library School Alumni Association are sponsoring the "Cataloging Update Workshop" on March 21, 1975. The Library Director requested permission for Mrs. Annie Liu and Miss Claudia Benton to attend. After discussion, upon motion of Mr. Snyder, seconded by Mr. Jacobson, it was unanimously

> RESOLVED, That Mrs. Annie Liu and Miss Claudia Benton be granted permission to attend the Cataloging Update Workshop to be held in Pittsburgh, Pennsylvania on March 21, 1975 and that their expenses not to exceed $90.00 total be paid.

Motion carried.

Library Board Meeting Time and Date Changed. The President asked for consideration of a suitable or more convenient time and day for Library Board Meeting. Following discussion, upon motion by Mr. Snyder, seconded by Mr. Jacobson, it was unanimously

> RESOLVED, That the regularly scheduled meeting be held on the first Wednesday of each month at 2:00 p.m.

It was by unanimous consent that the Library Board meet on the first Wednesday of each month instead of the second Tuesday of each month.

There being no further business, the meeting on motion adjourned.

L. K. Lowenstein
President

Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

APRIL 2, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on April 2, 1975 at 4:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mrs. Brown
Dr. Harper
Mr. Jacobson
Mrs. Myerly
Mr. Snyder
Mr. Ray
Mr. Springer

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the March 11, 1975 meeting were approved.

Library Director's Monthly Report. The Library Director's Oral Report for the month of March was not given. However, it would be prepared and mailed to the members of the Library Board.

Approval of Bills. The Library Director submitted Book Bills List No. 214 ($9,293.28) and General Bills List No. 214 ($3,188.22) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mr. Snyder and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 213, duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mr. Snyder and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Building and Grounds Committee. Mr. Snyder, Chairman, reported that an installation of capacitors, to improve the efficiency of the electrical system and thereby earn a savings in electrical power cost, is credited for saving $52.16 on the Library's electric bill for February, 1975.

Personnel Committee.

New Position of Assistant to Director/Services Librarian. Mr. Snyder, Chairman, reported that the Library Board has approved the new position of Assistant to Director/Services Librarian which is scheduled to become effective July 1, 1975. Mr. Snyder presented a Job Description and Organization Chart as prepared by the Library Director. The Chairman stated that the Committee would meet on Tuesday afternoon, April 8, 1975 to consider the proposal and to prepare a recommendation for the Library Board.

Enrolled Senate Bill No. 120 - Sick Leave. Mr. Snyder, Chairman, reported that Enrolled Senate Bill No. 120 was passed by the West Virginia Legislature and signed by Governor Moore which removed the 60 day ceiling on sick leave for all regular full-time employees of county boards of education. The Chairman recommended to extend the same opportunity to regular full-time employees of Kanawha County Public Library. Following discussion, upon motion by Mr. Snyder, seconded by Mr. Springer, it was unanimously

> RESOLVED, That the unused sick leave for regular full-time employees of Kanawha County Public Library shall be accumulative without limitation and that the new policy is in harmony with one which exists for regular full-time employees of Kanawha County Board of Education.

Services to the Community Committee.

Cross Lanes Instant Library. Mr. Lovenstein reported that the Services to the Community Committee met prior to the regularly scheduled meeting of the Library Board held on April 2, 1975 for the purpose of considering a Cross Lanes Agreement and an agreement with West Virginia Library Commission. Following discussion, it was agreed that the Cross Lanes proposal, copy of which is attached to the minutes of this meeting, would be presented to representatives of Cross Lanes for their approval.

Instant Library Agreement with West Virginia Library Commission. Upon motion by Mr. Jacobson, seconded by Mr. Snyder, it was unanimously

> RESOLVED, That the President of the Library Board is hereby authorized to sign an Instant Library Agreement between Kanawha County Public Library and West Virginia Library Commission.

Motion carried.

Elk Valley Library Project. A progress report was presented by Mr. Lovenstein and the Library Director. After discussion, it was moved by Mr. Springer, seconded by Mr. Snyder that the President be authorized to submit an application for construction funds from West Virginia Library Commission for the Elk Valley Library Project. Motion carried.

Budget Committee. Mr. Springer, Chairman, reported that the Library Director was in receipt of a letter from Mr. Frederic J. Glazer, Director, West Virginia Library Commission dated March 13, 1975, informing him that the West Virginia Library Commission had approved a $29,500 grant for Special Projects. The monies are to be spent as follows:

Grant Approved	Purpose or Use
$ 9,000	Shut-In-Service
6,500	Filmstrip Collection
4,000	Art Lending Collection
10,000	Shelving

After discussion, upon motion by Mr. Springer, seconded by Mrs. Brown, it was unanimously

RESOLVED, That the Library Board accept the monies with the understanding that they will be spent as outlined in Mr. Glazer's letter of March 13, 1975.

Motion carried.

Library Board Membership Committee. Mr. Snyder, Chairman, reported that the Committee had met several weeks ago to consider and recommend nominations for the Library Board of Directors to fill the unexpired vacancy created by the resignation of Charles A. Williamson whose term expires June 30, 1979. Mr. Snyder presented the name of Mr. Dewey E. S. Kuhns to fill the vacancy on the Board of Directors. After discussion and upon motion by Mr. Snyder, seconded by Mr. Anderson, the following resolution was adopted:

RESOLVED, That Mr. Dewey E. S. Kuhns be nominated to fill the unexpired term of Mr. Charles A. Williamson which ends June 30, 1979; and

RESOLVED FURTHER, That the said nomination be reported to the Board of Education of the County of Kanawha with the request that the said nominee be duly elected.

Motion carried.

There being no further business, the meeting on motion adjourned.

L. K. Lowenstein
President

Nicholas Winovich
Secretary

THIS AGREEMENT, made this 2nd day of April, 1975, by and between Kanawha County Public Library Board hereafter referred to as Library Board and WEST VIRGINIA LIBRARY COMMISSION hereafter referred to as the WVLC.

WHEREAS the Library Board desires that an "instant library" be constructed in its service area, it agrees as follows:

1. To acquire by purchase, gift or lease for a period of not less than twenty years, a site approved by the WVLC;

2. To make all changes and improvements to the site, at its expense;

3. That the WVLC shall have the authority to review and approve plans, specifications, bid documents, contracts, awards, payments, and all documents of obligation or expenditure for the project and to supervise the project throughout;

4. The cost of architectural supervision will be borne by the Library Board but the Kanawha County Public Library Board will be eligible for reimbursement by the WVLC;

5. That the facility to be constructed under this agreement will give public library services which are free and without discrimination on a countywide basis and that the facility will continuously be used as a public library;

6. That if a plaque is placed in the completed building indicating the date of completion and source of funds, funds from the State of West Virginia will be noted;

7. It is agreed that the WVLC will act only as agent for the supervision and expenditure of the funds and can in no wise commit the State of West Virginia for any liability for State or local funds not made available for this project;

8. It is agreed that the amount of State funds, approved by the WVLC is the maximum available to the locality for this project. If total costs fall below estimates, the grant will be reduced accordingly. If the costs exceed the estimate, the Library Board will assume liability for the overage;

9. That should the facility fall into disuse and fail to be properly supported by the Library Board, as determined by rules, regulations and standards set by the WVLC, the WVLC reserves the right to have the building dismantled and removed;

For and in consideration of the foregoing agreements by the Library Board, the WVLC agrees as follows:

1. To furnish one (1) forty-foot (40') octagonal library shell, delivered to the prepared site;

2. To make available at bid price to State and on a direct pay basis, necessary library and office equipment to make the building functional to be paid for by library board;

3. To reimburse for architectural supervision fees, but not to include any redesign of structure necessitated by site problems;

Certification:

The undersigned representatives of the Library Board and the WVLC certify that statements made and contained herein are true to the best of their knowledge, and understand that when approved by all parties, this application becomes a contract between the WEST VIRGINIA LIBRARY COMMISSION and the Library Board.

Signed L. K Lorenstein
President of Library Board

Subscribed and sworn to before me, a Notary Public for the county of Kanawha, this 3rd day of April in the year 1975.

Lonna Ammar
Notary Public

My Commission Expires October 10, 1984.

Signed [illegible]
West Virginia Library Commission
Executive Secretary

Subscribed and sworn to before me a Notary Public for the county of Kanawha, this 7th day of April in the year 1975.

R. D. Childers
Notary Public

My Commission expires January 4, 1981.

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

MAY 7, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on May 7, 1975 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mrs. Anderson
Mr. Bowman
Mrs. Brown
Mr. Kuhns
Mr. Jacobson
Mrs. Myerly
Mr. Snyder
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

Correspondence. The Library Director read the following letter:

"April 3, 1975

"The Board of Education of the
County of Kanawha
200 Elizabeth Street
Charleston, West Virginia 25311

"Gentlemen:

"The Library Board of Kanawha County Public Library at its meeting held on April 2, 1975, has nominated Dewey E. S. Kuhns, of Charleston, West Virginia, to fill the unexpired term of Charles A. Williamson which ends June 30, 1979.

"The Library Board respectfully requests that the said nominee be duly elected.

"Sincerely yours,

Kanawha County Public Library

By_____
Secretary"

The Secretary reported that the Library was in receipt of a letter from Kanawha County Schools, which reads as follows:

"April 15, 1975

"Mr. Nicholas Winowich, Secretary
Kanawha County Public Library
123 Capitol Street
Charleston, West Virginia 25301

"Dear Mr. Winowich:

"The Kanawha County Board of Education at its regular meeting on Thursday, April 10, 1975, approved the nomination of Mr. Dewey E. S. Kuhns, of Charleston, to fill the unexpired term of Mr. Charles A. Williamson. It is understood that Mr. Kuhn's term on the Library Board ends June 30, 1979.

"We wish to commend you for making such an excellent choice to fill Mr. Williamson's term of office on the Library Board.

"Sincerely yours,

/s/ John F. Santrock
John F. Santrock
Superintendent of Schools

"JFS/bje
cc: Mr. John Hughes"

The Secretary also reported that the Library was in receipt of a letter dated April 7, 1975 from John L. Ray to Mr. Stanley Loewenstein of the Greater Kanawha Valley Foundation. It reads as follows:

"1510 Kanawha Valley Building
Charleston, West Virginia 25301

April 7, 1975

"Mr. Stanley Loewenstein
The Greater Kanawha Valley Foundation
Charleston National Plaza
Charleston, West Virginia 25301

"Dear Mr. Loewenstein:

"The terms of a trust created by John V. Ray during his lifetime provide for a gift of 300 shares of the common stock of FMC Corporation to The Greater Kanawha Valley Foundation for the use and benefit of the Kanawha County Public Library of Charleston, West Virginia, upon Mr. Ray's death. It was his preference that the income from the gift be paid to the Library to be used by it for the purchase of books.

"This gift will be distributed to the Foundation during the course of the administration of Mr. Ray's estate.

"Very truly yours,

/s/ John L. Ray
John L. Ray, Trustee

"JLR:aw

cc: Mr. Nicholas Winowich, Director
Kanawha County Public Library"

The President welcomed Mr. Dewey E. S. Kuhns who was appointed to the Library Board to fill the unexpired term of Mr. Charles A. Williamson which ends June 30, 1979.

The minutes of the April 2, 1975 meeting were approved.

Library Director's Monthly Report. The Library Director presented a brief oral report on some of the activities of the Library for the month of April, 1975. Included were the following:

1. Bank of Cross Lanes/Cross Lanes Community Library and Cultural Association, Inc., proposal which would provide Cross Lanes a sum of money for each new or "add-on" deposit of $100.00.

2. Ground breaking for the Instant Library at Cross Lanes was held on April 18, 1975 and included a program and nearly 1,500 persons.

3. Mr. Edmond N. Bacon, a nationally renowned architect and city planner from Philadelphia, Pennsylvania and participant in Morris Harvey's Colloquium on the Quality of Life in Urban Area was quoted in the press as saying that he liked the open spaces in the city... and the plaza in front of the library.

4. Correctional (Jail) library service continues to function purposefully and with satisfaction of staff and inmates.

5. Extension Department staff is considering a proposal, in cooperation with Charleston Housing Authority, to provide limited library services at Orchard Manor.

Approval of Bills. The Library Director submitted Book Bills List No. 214 ($13,340.66) and General Bills List No. 214 ($5,092.69) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mr. Snyder and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 213, duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mrs. Anderson and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Budget Committee.

Purchase Agreement - Twelfth Payment. In the absence of Mr. Springer, the Library Director reported that the twelfth of twenty payments of $32,743.13 (of which $9,059.13 is interest and $23,684.00 is for principal) is due and payable on June 1, 1975, to General Services

Administration Region III. Following discussion, it was moved by Mr. Snyder, seconded by Dr. Wallace that the said payment be made. Motion carried.

Construction Account - Cross Lanes. Mr. Bowman reported that a Construction Account for the Cross Lanes Instant Library Project should be established with the Board of Education of the County of Kanawha. This account would be established to accomodate project receipts and expenditures and provide for the audit of the account. After discussion, upon motion by Mr. Kuhns, seconded by Mr. Snyder it was unanimously

RESOLVED, That a Construction Account for the Cross Lanes Instant Library be established with the Board of Education, of the County of Kanawha.

Motion carried.

Services to the Community Committee.

Cross Lanes Instant Library Project. Mr. Bowman, Chairman, reported as follows:

1. A site has been purchased from the Board of Education, County of Kanawha for $547.20. The deed has been received and was recorded.

2. West Virginia Library Commission has approved an agreement for the construction of an instant library and instructed its architect to proceed with the project.

3. A site plan was exhibited. Certain easements and permissions were sought to provide for the following:

   a) Connection with sanitary sewer.

   b) Construction of walk and steps to parking lot.

   c) Permission to grade on school property and to dump cut material on school property.

d) Permission to remove chain link fence.

e) Permission to grade and develop entrance as agreed by Kroger.

f) Develop landscaping plan for future use.

Elk Valley Project. Mr. Bowman, Chairman, reported as follows:

1. A request of $50,000.00 for a library installation in Clendenin was denied by Kanawha County Commission.

2. Kanawha County Public Library submitted an application for construction funds ($30,000.00) to West Virginia Library Commission.

3. The President and Library Director were invited to meet with the West Virginia Library Commission Board of Directors on Friday, May 9, 1975 at 10:30 a.m. to present our request for a construction grant.

4. Photographs of the proposed site were exhibited.

Personnel Committee.

Assistant to Director/Services Librarian Candidate. Mr. Snyder, Chairman, submitted the application of Joel Stern. He presented a brief review of his educational and professional qualifications. Following discussion and upon motion by Mr. Snyder, seconded by Mr. Anderson, it was unanimously

RESOLVED, That Joel Stern be appointed as Assistant to Director/Services Librarian beginning July 1, 1975 at an annual salary of $14,100.00.

Motion carried.

NEW BUSINESS

Library Board Memberships. The President reported that membership terms of Mr. Bowman, Mr. Springer and Dr. Wallace were scheduled to expire on June 30, 1975. He announced that he would appoint a Library Board Membership Committee before the June Library Board Meeting.

Community Council of Kanawha Valley, Inc. The President appointed Mrs. Anderson and the Library Director as delegates to the Community Council of Kanawha Valley, Inc.

Annual Meeting. Mr. Lovenstein reported that according to the bylaws, the annual meeting was scheduled to be held on the first Friday of July. He stated that the first Friday falls on July 4 which is a legal holiday. Following discussion, it was recommended that the Annual Meeting of the Library Board should be held on Friday, July 11, 1975 at 2:00 p.m.

John Daniell Maurice - Pulitzer Prize Winner. It was unanimously moved, seconded and carried that the following resolution be placed in the minutes of this meeting:

WHEREAS, John Daniell Maurice, a respected member of the Kanawha County Public Library Board of Directors, has achieved a distinct honor for himself, his family, friends, colleagues, State, community and this Library Board; by being awarded the Pulitzer Award for editorial writing; and

WHEREAS, The Pulitzer Award for editorial writing is a journalism prize of such magniture and uniqueness in being the first West Virginian to receive such an award; now therefore,

BE IT RESOLVED, That the Library Board of Directors and Staff extend their congratulations and best wishes to Jack Maurice in recognition of his outstanding accomplishment; and

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of this meeting as an expression of our thanks to him for a job well-done and as an extension of congratulations to John Daniell Maurice, Editor, Charleston Daily Mail on the occasion of earning the 59th Annual Pulitzer Prize Award for Editorial Writing.

There being no further business, the meeting on motion adjourned.

L K Lonergan
President

Nicholas Weinrich
Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

JUNE 4, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on June 4, 1975 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mrs. Anderson
Mr. Bowman
Mr. Jacobson
Mr. Kuhns
Mrs. Myerly
Mrs. Smith
Mr. Snyder
Mr. Springer

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the May 7, 1975 meeting were approved.

Library Plaza. Mr. Lovenstein reported that a meeting was held on Tuesday afternoon, June 3, 1975, at City Hall for the purpose of seeking advice and assistance which would lead to a reduction in the overwhelming numbers of persons who congregate at the Plaza. Following persons attended:

Mr. Lovenstein
Mr. Winowich

Mr. Bosely
Mr. Conques
Mr. Edwards
Mr. Harpold

The group's suggestions were noted and discussed. Further considerations by members of the Library Board were invited and encouraged to submit them to

Mr. Lovenstein.

Library Director's Monthly Report. The Library Director's Oral Report for the month of May was not given. However, it would be mailed to the members of the Library Board.

Approval of Bills. The Library Director submitted Book Bills List No. 215 ($24,449.86) and General Bills List No. 215 ($21,205.90) duly certified and approved in accordance with the Bylaws and on motion by Mr. Anderson, seconded by Mr. Jacobson and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 214, duly certified and approved in accordance with the Bylaws, and on motion by Mr. Anderson, seconded by Mr. Jacobson, and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Services to the Community Committee.

Elk Valley Library. Mr. Bowman, Chairman, reported that a committee meeting was held on Wednesday, June 4, 1975 at 1:00 o'clock prior to the regularly scheduled meeting of the Library Board. The following persons were present:

Kanawha County Public Library

Mr. Bowman, Chairman
Mr. Anderson
Mrs. Myerly
Mr. Lovenstein

Mr. Stern
Mr. Winowich

Elk Valley Library

Mr. Smith

Mr. Bowman reported that the Library was in receipt of West Virginia Library Commission letters dated May 22, 1975 and May 27, 1975, copies of which were mailed previously to the committee for consideration.

Following discussion, upon motion by Mr. Bowman, seconded by Mr. Snyder, it was unanimously

RESOLVED, That the President be authorized to respond to Mr. Glazer's letter stating that the stipulations contained in the letter are too indefinite and that we could not accept the contingent obligation to assume the cost of underwriting a second branch library up Elk River; that we are most interested in the speedy development of the Elk River Valley branch library and most anxious to obtain the necessary $30,000 grant in order to proceed with this project; that we have other and more compelling needs for branch libraries in other areas of the county and that we request the right to appear before the commission at its next meeting to speak on behalf of our request that the $30,000 be made available without the contingent responsibility for a library in Clendenin.

Cross Lanes Instant Library. The Library Director presented a progress report. Included were the following:

1. Proposal by Bank of Cross Lanes to make a contribution of $100.00 per month for 12 months to CLCL and Culture Association. See memorandum which is enclosed with the minutes of this meeting.

2. Easement and permission are sought from Board of Education to allow connection to sanitary and storm sewers, some chain link fence removal, landscaping, grading and to allow cut material to be placed on school property.

3. Relocation or removal of utility pole denied by Appalachian Power Company.

Budget Committee. Mr. Springer, Chairman, reported that $114,004.07 in Grant-In-Aid Funds and other non-appropriated receipts were received by the Kanawha County Public Library in the 1974/1975 fiscal year. Copies of "Amendments to Budget 1974/1975" were distributed. The receipts and their expenditures are recorded as follows:

Receipts

Grant-In-Aid			
Basic Grant	$68,855.00		
Supplementary Grant-KCPL	11,000.00		
Supplementary Grant-Nitro	1,092.00		
Special Grant	29,500.00	$110,447.00	
St. Albans Library		2,188.01	
West Virginia Employment Security		226.00	
Kanawha County Revenue Sharing Account		547.20	
The Buckeye Union Insurance Company		277.51	
Juanita Evans		174.75	
State of West Virginia-Information Power Institute		143.60	
TOTAL RECEIPTS			$114,004.07

Expenditures

Account #1000 Non-Professional Salaries	$ 226.00
Account #1011 Non-Professional Salaries-Sunday Services-KCPL	2,145.23
Account #1111 Professional Salaries-Sunday Services-KCPL	2,967.73
Account #1101 Professional Salaries	9,162.54
Account #1201 Substitute Salaries	2,652.95
Account #1005 Non-Professional Salaries-Sunday Services-St. Albans	404.08
Account #1105 Professional Salaries-Sunday Services-St. Albans	1,610.34
Account #1901 Art Lending Collection	3,681.33
Account #1971 Book Detection System	7,000.00
Account #2001 Audio-Visual	3,310.00
Account #2201 Books	42,983.76
Account #2301 Periodicals	2,538.18
Account #2401 Filmstrip Collection	5,023.34
Account #3011 Building Salaries-Sunday Services-KCPL	719.68
Account #3005 Building Salaries-Sunday Services-St. Albans	25.12
Account #3051 Building Supplies	50.00

Account #3151	Furniture and Equipment	1,810.85
Account #3250	Insurance	55.94
Account #3301	Membership	875.00
Account #3320	Miscellaneous (Information Power Institute)	143.60
Account #3350	Office and Library Supplies	29.18
Account #3351	Office and Library Supplies	2,050.00
Account #3521	Shelving	4,900.00
Account #3550	Social Security	1,152.43
Account #3531	Shut-In-Services	4,191.48
Account #3650	Utilities	500.00
Account #3700	Vehicles	452.26
Account #5500	Construction Account-Cross Lanes	547.20
Account #6000	Nitro Public Library	1,092.00
	TOTAL EXPENDITURES	$102,300.22

Balances carried forward:

	Art Lending Collection	318.67
	Filmstrip Collection	1,476.66
	Shelving	5,100.00
	Shut-In-Service	4,808.52
		$ 11,703.85
	TOTAL EXPENDITURES AND BALANCE	$114,004.07

After discussion and upon motion by Mr. Jacobson and seconded by Mr. Snyder it was moved that the Library's budget for the 1974/1975 fiscal year be amended to show non-appropriated receipts and their expenditures as listed above. Motion carried.

Unexpended Balance. Mr. Springer reported that there was an unexpended balance of approximately $15,000 in the 1974/1975 budget. After discussion, it was moved by Mr. Springer, seconded by Mr. Kuhns, and unanimously

RESOLVED, That the unexpended balance be used as needed for operating expenditures and/or other library purposes.

Personnel Committee. Mr. Snyder, Chairman, reported the transfer, by the Library Director, of Mrs. Helen Miller from Chief, Extension Department to Chief, St. Albans Branch; and, Mr. Robert Willits from Chief, St. Albans Branch to Chief, Extension Department effective July 1, 1975. The Report of the Special Committee For the Study of the Survey, December 11, 1973, Mrs. Helen Smith, Chairwoman, was cited and reviewed. There was discussion afterwards.

UNFINISHED BUSINESS

Library Board Memberships. Mr. Lovenstein reported that the following persons be nominated as members of the Board of Directors of Kanawha County Public Library, to-wit:

1. Mr. Forest Jackson Bowman, for a term of six (6) years beginning July 1, 1975.
2. Mr. Donald F. Springer, for a term of six (6) years beginning July 1, 1975.
3. Dr. William J. L. Wallace, for a term of six (6) years beginning July 1, 1975.

After discussion, and upon motion by Mr. Snyder, seconded by Mrs. Anderson, it was moved that the Board of Directors, be instructed to report the said nominations to the Board of Education of the County of Kanawha with the request that the nominees be duly appointed. Motion carried.

NEW BUSINESS

Nominating Committee - Election of Officers. The President appointed a Nominating Committee consisting of Mr. Jacobson, Chairman, Mrs. Anderson and Dr. Wallace to consider and recommend nominations for the election of officers for 1975/1976.

Center College Work-Study Program Contract. The Director reported that the Library was in receipt of a letter and renewal of contract for the Center College Work-Study Program. The Director gave a summary of the program and of its effectiveness. Following discussion, upon motion of Mrs. Smith, seconded by Mr. Kuhns, it was unanimously

RESOLVED, That, the Library Director be authorized to sign the contract with Center College for the purpose of continuing the Work-Study Program, Federally Funded, for the period May 1, 1975-June 30, 1976.

There being no further business, the meeting on motion adjourned.

President

Secretary

MINUTES OF ANNUAL MEETING OF THE

BOARD OF DIRECTORS

JULY 11, 1975

The Annual Meeting of the Board of Directors of the Kanawha County Public Library was held on Friday, July 11, 1975 at 4:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mrs. Anderson
Mrs. Brown
Mr. Jacobson
Mr. Kuhns
Mr. Maurice
Mrs. Myerly
Mr. Ray
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The President stated that the meeting which was also the Annual Meeting had been called for the purpose of conducting the election of officers and to consider and act upon such other business as may come before the Board of Directors.

The Secretary reported that a notice of meeting had been given in accordance with the Bylaws and that a quorum was present. It was ordered that a copy of the notice of the meeting be filed with the minutes of this meeting.

The minutes of the June 4, 1975 meeting were approved.

Correspondence. The Secretary reported that the Library was in receipt of a letter from the Board of Education of Kanawha County. The Secretary read the following letter:

"June 16, 1975

"Mr. Nicholas Winowich, Secretary
Kanawha County Public Library
123 Capitol Street
Charleston, West Virginia 25301

"Dear Mr. Winowich:

"The Kanawha County Board of Education at its regular meeting on Thursday, June 12, 1975, approved the names of the following persons to serve six-year terms on the Library Board, beginning July 1, 1975:

Mr. Forest Bowman
Mr. Donald Springer
Dr. William J. L. Wallace

"On behalf of the Board I wish to commend you for making such excellant choices to serve as members of your Library Board, and I am certain they will each contribute much to the future success of the Board.

"Sincerely yours,

/s/ John F. Santrock
John F. Santrock
Superintendent of Schools"

The Secretary also reported that the Library was in receipt of a letter dated June 6, 1975 from John D. Catalano, President of the County Court of Kanawha County. It reads as follows:

"June 6, 1975

"Mr. L. K. Lovenstein, President
Kanawha County Library Authority
1120 Oakmont Road
Charleston, West Virginia 25314

"Dear Mr. Lovenstein:

"Recently I suggested that through a mutual exchange of views of the lay leadership of key organizations in Kanawha County we could possibly expedite problem solutions which were of mutual concern to all organizations. In making this suggestion I also felt that the composition of this informal group should be of a lay nature which is directly involved in the development of policy for each organization. It was my further feeling that through an informal association which would be developed through

a mutual desire to maximize those resources which we have available we could reduce the time lag between policy development and action on the part of each of our professional staffs.

"Towards the aforementioned goal I would request that you participate with us in this informal association or designate an alternate lay leader who could represent you at meetings which would be held at the mutual convenience of the group. For your general information, the Kanawha County Board of Education has already appointed F. Douglas Stump as their representative to this group. As soon as we have responses from the initial invitations, I will contact you with a suggested time and place of our first meeting.

"The beneficial nature of mutual association and cooperative policy development cannot help but benefit each of our organizations. I am most hopeful that you will serve with your other fellow Kanawha Countians in our efforts to develop new approaches to problem solutions.

"With best personal regards, I am

"Sincerely yours,

/s/ J. D. Catalano
John D. Catalano
President"

The Secretary also read the following reply from Mr. Lovenstein to Mr. Catalano:

"June 26, 1975

"Mr. John D. Catalano, President
Kanawha County Commission
Court House
Charleston, West Virginia 25301

"Dear Mr. Catalano:

"This will acknowledge your letter of June 6, 1975, asking me to serve as a member of an informal association of lay leaders to discuss mutual problems. I shall be pleased to serve on such a committee, and will await further information as to time and place.

"Sincerely yours,

/s/ L. K. Lovenstein
L. K. Lovenstein
President
Kanawha County Library Board"

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of June, 1975. Included were the following:

1. Our experience and reaction of patrons has shown that Sunday Library Service (From January through June, 1975) was very satisfactory.

2. Mr. Frank Ontko, Librarian Assistant, resigned effective July 31, 1975 to accept a position as regional (multi-county) library director with headquarters in Buckhannon.

3. Miss Marilyn Long and Miss Helen Lind, Children's Librarians, attended the National Puppetry Festival sponsored by Puppeteers of America and held on June 22-27, 1975 in St. Louis.

4. Mrs. Janet Callard, formerly of West Virginia State College Library, prepared a complete set of catalog cards for the libraries in Dunbar and Nitro. The project was funded by a grant from the West Virginia Library Commission.

5. Granite walls and steps from the outside were pointed and caulked. Weather conditions, through the years, loosened and deteriorated mortar and maintenance was required.

6. Several framed art reproductions were exhibited.

Library Director's Annual Report. The Library Director presented the Annual Report. Copies of "Mini Annual Report, 1974/1975: Some Reflections" were distributed to the members present. Following discussion, it was ordered that a copy be made a part of the minutes of this meeting.

Library Board

To the Library Board membership who deserve recognition of acclaim for their dedication and concern to the advantage of people, books, reading and libraries.

John V. Ray

We sadly record the passing of one who loved the library so much. This man requires no special words of praise.

Awards and Honors

J. D. Maurice was awarded a Pulitzer Prize.

L. K. Lovenstein was honored by Davis and Elkins College with its Distinguished Alumni Award.

Appropriated Funds

The three levying authorities (Board of Education, County Commission and City of Charleston) appropriated $632,658 for the operation and maintenance of Kanawha County Public Library.

New Services

1. Sunday Service
2. Art Lending Service
3. Film Service
4. Homebound Service
5. Jail Library Service
6. Expanded Programs for Children and Adults

Branch Libraries

New branches will be established in Cross Lanes (an "Instant" facility) and Elk Valley in Big Chimney.

Revenue Sharing Funds

The County Commission of Kanawha County appropriated $95,000 in support of new library facilities at Cross Lanes and Elk Valley.

to the Kanawha County Public Library for opening on Sunday between the hours of 1 and 5

establish a library in the Kanawha County jail

Branch Library Boards

Branch library boards in St. Albans, Cross Lanes and Elk Valley, are an effective means of interpreting and communicating local library needs to the Kanawha County Public Library Board of Directors.

Grant-In-Aid Funds

The West Virginia Library Commission granted $110,447 during 1974/1975 in support of books, reading, services, programs and libraries in Kanawha County

New Positions

Assistant to Director/ Services Librarian

New position created by the Library Board and becomes effective July 1, 1975.

Children's Librarian

New position which became effective January 1, 1975 in our Boys and Girls Department.

Library Board Membership

New members are:

Dewey E. S. Kuhns

Mrs. Joyce Myerly

John L. Ray

Approval of Bills. The Library Director submitted Book Bills List No. 216 ($5,772.86) and General Bills List No. 216 ($8,227.00) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mrs. Myerly and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 215, duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mr. Maurice, and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Services to the Community Committee.

Cross Lanes Instant Library Project. A progress report was presented by the Library Director. The following persons attended a pre-construction meeting held on June 20, 1975:

Mr. Lovenstein
Mr. Winowich
Mr. Childers, West Virginia Library Commission
Mr. Ogden, Cross Lanes

It was agreed that the building should face the Kroger parking lot to provide greater visibility and accessability. A scale model of the Instant Library, prepared by Robert Henson of the library staff, was exhibited. Afterwards, Mr. Lovenstein reported that the Library was in receipt of a letter from the Board of Education granting certain easements and permissions. Following discussion, upon motion by Mr. Kuhns, seconded by Mrs. Anderson, it was unanimously

RESOLVED, That the Kanawha County Public Library pay a sum of One Dollar ($1.00) to the Board of Education of the County of Kanawha in acceptance of the easement as provided.

Motion carried.

Elk Valley Library. Mr. Lovenstein reported on the meeting held on June 20, 1975 at West Virginia Library Commission headquarters. Copies of letters between the Kanawha County Public Library and West Virginia Library Commission were distributed to the members present. After discussion, the following library board members were appointed to a special committee for the purpose of meeting with representatives from Clendenin on July 31, 1975 at 2:30 p.m.:

Mr. Lovenstein
Mr. Bowman
Mr. Ray
Mrs. Smith
Mr. Snyder
Mr. Springer
Dr. Wallace

Budget Committee.

Salary Adjustment. In the absence of Mr. Springer, Chairman, the Library Director reported that at the June 4, 1975 Board meeting, the Library Board approved the transfer of Mrs. Helen Miller from Chief, Extension Department to Chief, St. Albans Branch; and Mr. Robert Willits from Chief, St. Albans Branch to Chief, Extension Department effective July 1, 1975. He stated that the Committee recommends that a salary adjustment of $718.00 be given to Mrs. Miller in order that her salary be equal to the salary budgeted for the position of Chief, St. Albans Branch.

After discussion, upon motion by Mr. Jacobson, seconded by Dr. Wallace, it was unanimously

RESOLVED, That a salary adjustment of $718.00 be made to Mrs. Helen Miller's salary. Her gross annual salary as Chief, St. Albans Branch should be $13,632.00.

Motion carried.

Book Detection System. The Library Director explained the operation of a book detection system. There was some discussion. It was suggested that further inquiry be made to assure avoiding legal complications. No action was taken.

Station Wagon. The Library Director stated that a memo had been mailed on May 21, 1975 to the Library Board members for their approval of the Library purchasing a station wagon for Homebound Service from the Special Grant of GIA Funds. A favorable response was received. Bids were received from four car dealers. The bids ranged from $4,191.48 to $4,475.95. Upon motion by Dr. Wallace, seconded by Mr. Jacobson, it was unanimously

RESOLVED, That the bid of $4,191.48 by Childers Chevrolet Company be accepted for the purchase of a station wagon.

Motion carried.

Election of Officers. Mr. Jacobson, Chairman of the Nominating Committee reported that the Committee nominates the following persons for the offices indicated for the year beginning July 1, 1975:

President	-	L. K. Lovenstein
First Vice President	-	Donald F. Springer
Second Vice President	-	Walter F. Snyder
Secretary	-	Nicholas Winowich
Treasurer	-	Nicholas Winowich

Following the close of nominations, Mr. Jacobson took the chair and thereupon an election was held and the nominees were declared to be duly elected. Mr. Lovenstein resumed the chair.

There being no further business, the meeting on motion adjourned.

L. K. Lovenstein
President

Nicholas Winowich
Secretary

3 Capitol Street, Charleston, West Virginia 25301 Telephone 343-4646 Area Code 304
KANAWHA COUNTY PUBLIC LIBRARY

NOTICE

To the Members of the Board of Directors:

The Annual Meeting of the Board of Directors of Kanawha County Public Library will be held in the Board Room of the Library in the City of Charleston, West Virginia, at two o'clock in the afternoon on Friday July 11, 1975, for the election of officers and to consider and act upon such other business as may come before the Board of Directors.

Dated this 10th day of June, 1975.

By Nicholas Winnick
Secretary

ANNUAL REPORT

1974-1975

KANAWHA COUNTY PUBLIC LIBRARY

123 CAPITOL STREET

CHARLESTON, WEST VIRGINIA 25301

CROSS LANES BRANCH LIBRARY

- a brief history -

The community of Cross Lanes has the first "instant" Branch of the Kanawha County Public Library. The Branch was made possible through the efforts of the West Virginia Library Commission, the Kanawha County Commission, the Kanawha County Board of Education, the Kanawha County Public Library--and many individuals and organizations in the Cross Lanes area.

The Cross Lanes Junior Women's Club was instrumental in establishing the Branch. The Club selected twenty-two citizens to serve as board members and advisory council, and the Library was officially launched. The citizens of Cross Lanes, through the Cross Lanes Library Board, contributes $2500 each year for the Library's operation.

The West Virginia Library Commission provided the pre-engineered octagonal building, the services of an architect, and $8,000 for a basic book collection. The Kanawha County Commission gave more than $45,000 for construction costs. The Library's ideal location was made possible by the Kanawha County Board of Education. Library staff, maintenance, and additional resources are provided by the Kanawha County Public Library.

The Cross Lanes Branch officially opened on January 27, 1976. The building has 1,200 square feet and can hold up to 6,000 volumes. The structure can seat twenty-four people for library work. For meetings and other functions, there is space for additional chairs. The Library has a full-time staff of two and a part-time custodian. It is opened forty-five hours a week, including Saturdays during the school year.

The Cross Lanes Branch has been welcomed by the community. Many individuals have volunteered to help with Library activities. The circulation has been about 2500 per month. Regular story programs and film programs have become a part of the Library calendar. The Cross Lanes Library has become a great asset to the community of Cross Lanes and the library service in Kanawha County.

KANAWHA COUNTY PUBLIC LIBRARY

BOARD OF DIRECTORS

L. K. Lovenstein, President
Donald F. Springer, First Vice President
Walter F. Snyder, Second Vice President

L. T. Anderson
Margaret Anderson
Forest Jackson Bowman
Hester Brown
O. M. Harper
Bernard H. Jacobson
Sydney M. Kleeman
Dewey E. S. Kuhns
John D. Maurice
Joyce Myerly
John L. Ray
John V. Ray*
Leonard Riggleman
Helen Smith
A. Guy Stone
William J. L. Wallace
Charles A. Williamson**

Nicholas Winowich, Library Director and Secretary of the Board

LIBRARY STAFF

Professional

Claudia Benton
Wilma Brown
Evelyn Coskey
Ruth Figgatt
Frances Gerard
Helen Lind
Annie Liu
Marilyn Long
June Martin
Helen Miller
Frank Ontko
Gretchen Schwinger
Shirley Smith
Joel Stern
Zetta Walker
Susan Williams
Robert Willits

Non-Professional

Lorena Ammar
Pamela Anderson
Onnalee Arcuri
Laura Ball
Virginia Banning
Kathy Brown
Nova Casto
Ronald Finney
Betty Jane Harper
Robert Henson
Bridget Herndon
Debra Huffman
Kathy Hughes
Mary Jo Jackson
Cortez Johnson
Henrietta Kidd
Janet Lambert
Mary Frances Lee
Franca Martin
Sara Meadows
Martha Moran
Mary Mullins
Jay Pauley
Victoria Price
Diana Reed
Darlena Sizemore
Mae Thomas
Sandra Trimble
Kathy White
Patricia Whitlock

Building Staff

James L. Thomas, Building Superintendent

Michael Eakle
James George
Joseph Harrison
Herbert Hundley

20 Additional Part-Time Staff Members

*Deceased November 25, 1974
**Resigned November 12, 1974

ANNUAL REPORT 1974/1975

To the Library Board of the Kanawha County Public Library -

The Director's annual report for the period July 1, 1974, to June 30, 1975 is herewith submitted:

JOHN V. RAY
1893 - 1974

JOHN VICKERS RAY

A MEMORIAL

WHEREAS, It is with deep sorrow that we record the passing of Mr. John V. Ray our friend and colleague who died in Charleston, West Virginia on November 25, 1974; and

WHEREAS, The many years of extraordinary service begun on April 4, 1929 when he became a member of the Library Board of Directors, serving the office of President from December 4, 1936, until June 30, 1966; and

WHEREAS, The noble require no special words of praise to record their achievements, may the following words of Longfellow express our sentiments:

So when a great man dies,
For years beyond our ken
The light he leaves behind him lies
Upon the paths of men.

We pause instead, in silence, to pay simple tribute to the memory of John V. Ray; and

WHEREAS, In this, the first meeting since the death of our friend, our mentor, and our guide, the Library Board of Directors wishes to give expression to its sense of collective loss and to the sense of personal loss to the individual members of this Board who worked and served with him,

BE IT RESOLVED, That this remembrance be spread upon the minutes of this meeting; and

BE IT FURTHER RESOLVED, That a copy of this resolution be transmitted to the family of Mr. Ray, to whom we extend our sincerest sympathy.

JOHN VICKERS RAY

John V. Ray was a native of Kanawha County, West Virginia, and was educated in its public schools. Following his graduation from the University of Virginia he was a successful candidate for a Rhodes Scholarship and enrolled in Christ Church College of Oxford University.

He served in the American Field Service Ambulance Corps with the French Army and when his country went "over there" in World War I, John V. Ray transferred to the American Expeditionary Force. Following the conclusion of the war, Mr. Ray returned to Oxford where he completed his course of study and earned the Bachelor's Degree and the Master's Degree in Jurisprudence. He then returned to the University of Virginia where he received his Bachelor of Laws Degree.

Mr. Ray has been a practicing attorney in West Virginia since 1920. He was a member of the Kanawha County Bar, the West Virginia Bar, the West Virginia State Bar, and the American Bar Association. Through years of devoted service to his profession and singular success before the bar, Mr. Ray has earned for himself a place of honor and esteem among his fellow lawyers.

Mr. Ray participated actively as a member and officer in many educational, church, civic, cultural institutions and organizations. To cite only a few instances of community responsibility and involvement, he has been associated with Morris Harvey College, Charleston, West Virginia, as a member and officer of its Board of Trustees since 1938. Dr. Marshall Buckalew, President, related the following:

> "During these years he has given of his time and talents, over and beyond his normal duty as a trustee, in helping to solve the multitude of legal problems which daily occur in the life of a growing institution. His wise counsel has been invaluable to all those who have been charged with the administration of the affairs of this college."

As a member and officer of Sunrise, Mr. Ray contributed immeasurably to the direction and success of the community's outstanding Children's Museum and Planetarium, Art Gallery, Garden Center and Bird Club. He served as Secretary of the West Virginia Rhodes Scholarship Selection Committee and demonstrated an active interest in The Charleston Symphony, Light Opera Guild and Kanawha Players.

Mr. Ray was a member of the American Library Association and the West Virginia Library Association, Christ Church United Methodist Church, the Edgewood Country Club, Berry Hills Country Club, Chi Phi Fraternity and Phi Delta Phi Law Fraternity. He was a member of the West Virginia Library Commission, November 24, 1967 - June 30, 1969.

John V. Ray was elected to the Board of Directors of the public library on April 4, 1929. Mr. Ray was elected President of the Library Board of the Kanawha County Public Library on December 4, 1936 and served that office until June 30, 1966 with ability, concern, dedication and enthusiasm.

Mr. Charles A. Williamson read the following statement at the Kanawha County Public Library Dedication Luncheon held on January 3, 1967:

> "On the new Library's third floor a certain section of enclosed space has been appropriately completed and set aside for special purposes - as an auditorium whose uses will be many, both for the Library in its program and as a service for civic groups when a centrally located room might be helpful for their meetings. It is, in every way, as intended, a splendid contribution to the whole community.
>
> "This room overlooks the cross roads of every activity in our county's life - its business, its professions, its religions, its government; appropriately enough representatives of every vocation, no matter what it is, sooner or later pass in review of this particular room.
>
> "To personalize this useful room offers an easy choice. Obvious to all is one personality who, by his attainments has distinguished himself. A long time ago this particular person observed it to be his task to relinquish himself from avocations and extra-curricular activities ordinarily selected by men, to devote his exceptional ability to our Library.

> "When George S. Laidley relinquished the direction of our Library's affairs in 1936, the task of carrying-on was given to this person referred to here - as the second president of our Board in three score years. Because such action represents a continuity in the birth, struggle for and the fulfillment of a great dream, and a magnificent vision, and because his efforts for the Library have been incomparable and irreplaceable, out of a sense of deep gratitude and sincere appreciation, the Board of Directors of the Kanawha County Public Library, by unanimous action entitle that room set aside as an auditorium from this day forth as 'The John V. Ray Auditorium'."

During the forty-five years of his association with the public library in Charleston, West Virginia, Mr. Ray was an active and spirited force behind the library's achievements. Under his capable administration the library has become an institution of significance; a community resource. In a special poll conducted by The Charleston Gazette, nearly 600 residents were invited to respond to the following question: "How would you rate the performance of each of the following county agencies over the past year?" The results were published on November 11, 1971. The report read, "The library is the highest rated county aide agency." This is a tribute to Mr. Ray. There have been realistic budget increases, employment of a professionally trained staff of librarians, enlarged collections of library materials, extension of services, building modification to permit ease and accessibility so that ALL patrons including physically and visually handicapped could use and visit the facility and adaptation to new ideas and social changes. Mr. Ray would protest that it has not been he but the librarians who have been responsible for all this. However, the librarians have been many and have come and gone; behind them, always, has been the dedicated and inconspicuous Chairman of the Board, representing his library with dignity, perseverence, strength and understanding.

Through the years there have been questions needing answers and problems needing solutions, Always in the forefront leading and striving to overcome barriers of doubt, indecision and timidity is John V. Ray who stood up to be

counted when it was necessary. Inadequacies were never tolerated: "Tell us what you want and need and we'll get it." Interference was never demonstrated: "If you do good work, we will never tell you how to do your job." Imagination was never stifled: "It sounds like a good idea and should be tried." Professional competency was encouraged and promoted: "We need library school graduates who know books, reading and libraries; persons who will involve themselves personally and professionally in local, state and national library associations." Community involvement was admired: "our staff ought to participate in civic and cultural activities and should be a part of the community in which they live."

In October, 1955, John V. Ray received an Award of Recognition presented by the West Virginia Library Association for his distinguished contribution to library service and librarianship in the State of West Virginia.

Working with confidence, diligence and vision, Mr. Ray prepared and successfully guided the Kanawha County Public Library Act enacted by the West Virginia Legislature (Chapter 148 of the Acts of 1957). The constitutionality of the act was unanimously upheld by the Supreme Court of Appeals of West Virginia which declared, in part, that:

> "huge sums of money have been expended in the state pursuant to statutes, city ordinances, or orders of county courts for the physical development or pleasure of its citizens is common knowledge. Football stadiums...recreation centers...swimming pools, public parks and other public recreational and entertainment areas exist in all sections of the state. Public libraries are scarce. However, we find that they are as much a public function as are the other enterprises heretofore mentioned. The importance of physical development cannot be minimized, and the importance of mental development must not be minimized."

There followed other significant and far reaching developments. John V. Ray directed the sale of the former library site for the unexpected sum of $711,000.00, which according to the Charleston Daily Mail was "Believed to

have established one of the all-time high prices for downtown real estate." The newspaper editorialized, "The Kanawha County Public Library is about to come into its own and its success makes pleasant reading." He worked hard and was successful in obtaining the former Post Office and Federal Building located in the heart of downtown Charleston which became the new home of the Kanawha County Public Library. His efforts resulted in: acquisition of Accelerated Public Works Funds to supplement local money in order to build a new branch library in St. Albans, West Virginia; approval of applications under the Library Services and Construction Act and the Appalachian Regional Development Act of 1965 programs which made it possible to move the library from old, inadequate quarters into a handsome new building designed expressly for library use.

The Charleston Gazette of January 4, 1967, in a lead editorial said,

> "Certainly, the success the Kanawha County Public Library has enjoyed over the years can in a large measure be attributed to the tireless efforts of Ray....This community owes Ray thanks for his many services on behalf of its library."

The Library Board of Directors and staff, in concert with many West Virginians recognizes with great pleasure and deep pride that John Vickers Ray represented libraries and librarianship in the Land of the Mountaineer with signal qualities of vision and achievement, service and dedication.

The Library was closed on Wednesday, November 27, 1974 until 1:00 p.m. Members of the staff attended funeral services for Mr. John V. Ray held at Christ Church United Methodist. The Library Director was a pall bearer.

AWARDS AND HONORS

Mr. L. K. Lovenstein was awarded the Alumni Distinguished Service Award by Davis and Elkins College. President Gordon E. Hermanson made the presentation on May 3, 1975 at an honors dinner held in Benedum Hall on campus. The Alumni

Distinguished Service Award is presented to Davis and Elkins graduates who have distinguished themselves in their fields of work and who have made significant contributions to the betterment of their communities and to society.

The Library Director was honored by the Charleston Job Corps for his "outstanding contributions and dedications" to the Charleston Job Corps at a ceremony held on June 8, 1975 at the center. His name was one of 47 placed on the Charleston Job Corps Center Hall of Fame Plaque, located in the lobby, for "your community efforts towards acceptance of the Center and your good neighborliness...."

At the Library Board meeting held on May 7, 1975, the following resolution was adopted unanimously:

> WHEREAS, John Daniell Maurice, a respected member of the Kanawha County Public Library Board of Directors, has achieved a distinct honor for himself, his family, friends, colleagues, State, community and this Library Board; by being awarded the Pulitzer Award for editorial writing; and
>
> WHEREAS, The Pulitzer Award for editorial writing is a journalism prize of such magnitude and uniqueness in being the first West Virginian to receive such an award; now therefore,
>
> BE IT RESOLVED, That the Library Board of Directors and Staff extend their congratulations and best wishes to Jack Maurice in recognition of his outstanding accomplishment; and,
>
> BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of this meeting as an expression of our thanks to him for a job well-done and as an extension of congratulations to John Daniell Maurice, Editor, Charleston Daily Mail on the occasion of earning the 59th Annual Pulitzer Prize award for Editorial Writing.

BOYS AND GIRLS DEPARTMENT

A rotating collection of several hundred juvenile books was placed in the Adult Circulation Department to remind patrons of the Library's rich collection of children's literature and to give parents and others an opportunity to borrow these materials when the Boys and Girls Department was closed. The reaction

from the public has been satisfactory. Our staff is pleased.

Effective February 7, 1975, the Boys and Girls Department has extended its Friday hours to 9:00 p.m. This opportunity was made possible when Ms. Sue Williams, Children's Librarian, was added to our staff in January, 1975. A change in scheduling permits adequate staffing in the department for the purpose of providing three additional hours of public service time per week.

Miss Helen Lind and Miss Sue Williams were actively involved in experimental programs involving Kanawha County Parks and Recreation Commission and Charleston Memorial Hospital. The purpose was designed to acquaint park and pediatric staffs and children with services and programs of the library through puppet shows, story hours and reading.

BUILDING AND GROUNDS

The Bureau of Fire Protection, Charleston Fire Department in its Fire Safety Inspection Report dated September 9, 1974 remarked,

> "Your staff are to be complimented on a well kept building, one of the very best in Charleston. This inspection was indeed a pleasure."

This excellent report generated a further reduction in our insurance premium.

Mr. Edmund N. Bacon, a nationally renowned architect and city planner from Philadelphia, Pennsylvania, on a recent visit to Charleston as a participant in the Morris Harvey College Colloquium on the Quality of Life, was quoted in the Charleston Daily Mail (April 26, 1975) that he..."liked the open spaces in the city, the park areas and the plaza in front of the library."

The granite walls and outside steps at the front of the building have been repaired with caulking compound and mortar. The weather, including rain, freeze and thaw, was responsible for the separation and deterioration of the "stuff that binds."

The insurance carrier's boiler inspector made an unannounced visit for the purpose of seeing and evaluating the library's two boilers. Afterwards, an "excellent rating" was awarded.

A capacitor installation was completed on January 28, 1975 for the purpose of correcting the power factor of the electric load from 93% to 99.5% and thereby earning a savings in electric power costs. Knowledgeable people estimate that the Library should expect a savings of nearly $1,300.00 annually.

CATALOG DEPARTMENT

Mrs. Janet Callard, retired from West Virginia State College, successfully completed a special project for Kanawha County Public Library to provide a complete set of catalog cards for every book in the Dunbar and Nitro Public Libraries. Grant-In-Aid Funds were used for this purpose.

CROSS LANES INSTANT LIBRARY

Groundbreaking ceremonies for the Cross Lanes Instant Library project were held on Friday morning, April 18, 1975. Nearly 1500 persons attended. Representatives included members of the Kanawha County Public Library Board, Dunbar Library Board and Mayor, Kanawha County Commission, Kanawha County Board of Education, West Virginia Library Commission, civic organizations, teachers and hundreds and hundreds of children representing all schools from the area.

CONFERENCES

The Puppeteers of America had their Great Lakes Regional Festival April 4 through April 6, 1975 which was attended by Sue Williams. The weekend included six workshops including techniques of making puppets, using rod puppets, working

with children and puppets, how to get more action into puppets and how to produce and promote shows. In between workshops, shows were given by expert puppeteers.

It is our hope and intent that in attending these festivals which include several workshops in puppetry, we will be able to bring back to Kanawha County Public Library more useful knowledge and ideas to enhance our own puppetry programs, including our preschool programs, Saturday puppet shows, and a puppetry workshop for children which is in the planning for the summer of '75.

West Virginia Library Commission sponsored an "Information Power" institute in Charleston on April 2-3, 1975. Some members of the staff and Library Director were participants. Purpose of the workshop was to focus attention on state government as a source of information.

Mr. Joel Stern attended an Administrative Meeting in Pittsburgh, Pennsylvania, at the Carnegie Library on February 20, 1975.

Mrs. Annie Liu and Miss Claudia Benton attended a "Cataloging Update Workshop" on March 21, 1975 in Pittsburgh, Pennsylvania. The workshop was sponsored by the Graduate School of Library and Information Sciences of the University of Pittsburgh.

EXHIBITS

The Kanawha County Public Library, in cooperation with the Kanawha County Board of Education displayed a collection of textbooks to be considered for adoption. These include the elementary social studies sets (Fideler, Laidlaw, Benefic, American Book Company, and Silver Burdett); the music sets (Allyn and Bacon, Follett, American Book Company, and Holt, Rinehart and Winston); and the secondary home economics and business education books from a variety of sources.

Several hundred people viewed the books and many of them took the time to fill out comment cards. These comments are one form of citizen feedback to the screening committees and the School Board.

ONE PERSON SHOWS

The John V. Ray Room
July 1974 - June 1975

One person shows are the joint effort of Kanawha County Public Library and Allied Artist of West Virginia. Space and setting are available through the institution and the association agrees to make assignments and arrange schedules. This year was another good year.

July 1974

"Exhibit of Paintings and Drawings Especially for Children" by Helen Bratt

August 1974

"Exhibit of Paintings and Drawings" by Dr. Seigle W. Parks

September 1974

Selections from the Allied Artist's permanent collection

October 1974

Jan - Griffin - Serigraph graphics: woodcuts, silkscreens, and drawings

November 1974

"Oils and Water Colors" by Marjorie Knopp

December 1974

Exhibit by students in the advanced art class, George Washington High School

February 1975

Exhibit of Oil Paintings and Sculptures by Mrs. Paul Henehan

March 1975

Display of Art Photography by the students of Cyril M. Manthorpe

April 1975

Photo Exhibit "Man and His Environment" sponsored by the Ecology Information Center of Kanawha Valley

May 1975

"Multiple Media Montage" - art display be Dr. Seigel Parks and Jack Trail of Allied Artists

June 1975

Hookcraft exhibit with Mary McGowen and her students

FILM SERVICE

In November, 1974 Kanawha County Public Library became a member of the Ohio Valley Film Circuit, a cooperative group of 14 libraries who share a collection of approximately 575 16mm films. Circuit headquarters is located in Akron, Ohio at the Akron-Summit County Public Library. Other West Virginia libraries are Weirton, Wheeling and Huntington.

Films may be borrowed by any adult patron in good standing who has a library card from Kanawha County Public Library.

GIFTS

The terms of a trust created by Mr. John V. Ray during his lifetime provided for a gift of 300 shares of commonstock of FMC Corporation to The Greater Kanawha Valley Foundation for the use and benefit of the Kanawha County Public Library upon Mr. Ray's death. It was his preference that the income from the gift be paid to The Library to be used by it for the purchase of books.

The Library received several gifts totaling $1,400.82 in cash and checks. Acknowledgements have been extended to the following donors:

James Gillespie Memorial Fund $ 450.82

Given by relatives, friends, neighbors, students and faculty of John Adams Junior High School

Charleston Chapter, West Virginia Society of Certified Public Accountants	750.00
Given by the membership for the purpose of adding books on accounting for use by students, laymen and persons interested in accounting as a career.	
National Association of Accounting, Southern West Virginia Chapter	200.00
Given by the membership for the purpose of adding basic, elementary books on bookeeping and accounting which will be placed on loan in the Dunbar, Nitro and South Charleston libraries	
Total gift	$1,400.82

The dollar value of the gift exceeds the cash figure noted above because of the Library's advantageous discount schedule which is passed on to the donor.

Jim Gillespie was a ninth grade student at John Adams Jr. High School who was tragically involved in a bicycle-car accident. Sandy Giltinan, a friend of Jim's and a classmate, is the young man who proposed the idea of memorial books through Kanawha County Public Library. Sandy is also advising an adult circulation librarian on suitable memorial acquisitions.

The Kanawha County Public Library received a gift of $130.00 presented by the Futterman Fund of New York City. The money is used to purchase musical phonograph recordings for the public lending collection. The Futterman Fund has made contributions to Kanawha County Public Library since 1953 and its gifts, to-date, total $1,960.00.

LIBRARY BOARD

Resignation - Charles A. Williamson. The resignation of Mr. Charles A. Williamson was accepted with reluctance and regret. The following resolution was adopted unanimously:

WHEREAS, Charles A. Williamson has well and faithfully served the Kanawha County Public Library as a member of its Board of Directors for 19 years; and,

WHEREAS, Charles A. Williamson has strengthened this Board and furthered the progress of this Library by his steadfast integrity and wise counsel; therefore,

BE IT RESOLVED, That we accept the resignation of Charles A. Williamson with reluctance and with a sense of personal loss; and

RESOLVED FURTHER, That the resolution be spread upon the minutes of this meeting for a permanent record and a copy be sent to Mr. Williamson.

Mr. Dewey E. S. Kuhns was elected to fill the unexpired term of Mr. Charles A. Williamson which ends June 30, 1979.

Mr. Bernard Jacobson, Mrs. Joyce H. Myerly and Mrs. Helen Smith were elected to the Library Board of Directors for a term of six years beginning July 1, 1974.

Mr. John L. Ray was elected to fill the unexpired term of John V. Ray which ends June 30, 1976.

An election was held on July 5, 1974 as provided in the Bylaws and the following were elected for a term of one year ending June 30, 1975, and until their successors are duly elected:

President:	L. K. Lovenstein
First Vice President:	Donald F. Springer
Second Vice President:	Walter F. Snyder
Secretary:	Nicholas Winowich
Treasurer:	Nicholas Winowich

The Library Board, at its meeting held on March 11, 1975, resolved unanimously to change its regularly scheduled meetings from the second Tuesday of each month to the first Wednesday of each month.

LIBRARY APPRECIATION DAY

The third annual Library Appreciation Day was held at the Kanawha County Public Library on Sunday, February 2, 1975 in The John V. Ray Room to honor Kanawha

County legislators. Senators, Delegates, Library Board Members, patrons and staff attended. Refreshments, cookies and punch, were served. Expenses were paid by a Friend who chose to remain anonymous.

MIDDLE ATLANTIC REGIONAL LIBRARY FEDERATION (MARLF)

The Library Director was elected President, Middle Atlantic Regional Library Federation (MARLF) at a meeting of its Board of Directors held on January 20, 1975 in Chicago, Illinois while attending the Mid-Winter Conference of the American Library Association. MARLF membership includes the library association of Delaware, District of Columbia, Maryland, New Jersey, Pennsylvania and West Virginia. Each state library association is represented by two of its members.

> "The Federation is organized exclusively for charitable, scientific, literary and educational purposes, including the planning and development of the means for the continuing education and cooperation among national, state and regional library associations, libraries, librarians and agencies with related interests."

Conferences are held on an infrequent basis. The most recent was held in Atlantic City in October, 1973 when nearly 4,000 persons attended.

REVENUE SHARING FUNDS

Kanawha County Commission appropriated $95,000.00 in Federal Revenue Sharing Funds in support of new and to be remodeled library facilities in Cross Lanes and Elk Valley (Big Chimney).

SPECIAL MEETINGS

Of the many necessary but special meetings held each year, a few are listed below.

An orientation program for staff was held on November 25, 1974 at 9:30 a.m.

The purpose of this and subsequent meetings was to inform employees of the history, tradition, policies, practices, purposes, and operations of Kanawha County Public Library.

A planning meeting of the Kanawha County Public Library - Adult Basic Education Group was held on Tuesday, November 12, 1974 in The John V. Ray Room. Present were representatives of the Library, Commission on Aging, State Department of Education, Board of Education and ABE personnel.

Several in-service meetings were planned for elementary school library personnel of the Kanawha County Public Schools. The in-service meetings were scheduled on Tuesday and Wednesday afternoons, November 19, 20, with approximately 35 library aides attending each session. Services rendered by Kanawha County Public Library to the schools were discussed by Helen Lind of Boys' and Girls' Department and Helen Miller of Extension Department.

SPECIAL SERVICES FOR SPECIAL PEOPLE

The Kanawha County Public Library is one of five sub-regional libraries of the West Virginia Library Commission's Service to the Blind and Physically Handicapped. Jay Pauley has been the coordinator of the program at KCPL since July 1974. This service brings the library to people who are unable to read books because of a visual or physical handicap. There are now 198 active patrons who receive talking books and cassette books through the U.S. Mail (materials are mailed postage free). The average patron is blind, between the ages of 35 and 65, and enjoys religious books, westerns, and mysteries. The collection includes 3,400 talking books (discs) and 800 cassette books; machinery is sent out by the West Virginia Library Commission.

Another group of citizens who are unable to use the library are the inmates at the Kanawha County Jail. KCPL maintains a small library on the fourth floor

of the jail building (1300 volumes). A deputy sheriff oversees operation of the library, and clerical duties are performed by a volunteer inmate-librarian. Inmates visit the jail library twice a week, and the periodicals which KCPL provides are especially popular.

As a public institution, the Kanawha County Public Library belongs to the people, and we are making every effort to see that everyone can utilize his public library in one way or another. The Service to the Blind and Physically Handicapped and the library in the Kanawha County Jail are both special services for special people.

STAFF

I am pleased to announce that Mr. Jay Pauley, a graduate of Morris Harvey College, is in-charge-of a program addressed to the visually and physically handicapped readers.

Miss Claudia Benton, a graduate of the University of Kentucky Library School, Class of 1974, was employed as assistant cataloger effective October 14, 1974.

Miss Sue Williams, a graduate of George Peabody School of Library Science, joined the Boys and Girls Department on January 2, 1975. Her immediate responsibilities include planning and preparing Friday night and Saturday programs for children and parents, evaluation and development of the children's phonograph record collections and assisting the Chief, Children's Librarian.

Ms. Jackie Wagner, librarian assistant since June, 1974, resigned effective February 28, 1975 to become Assistant Librarian, South Charleston Public Library.

Miss Marilyn Long, a graduate of the University of Pittsburgh Graduate School Library and Information Sciences, Class of 1974 was employed as Branch Children's Librarian effective October 1, 1974.

Mr. Frank Ontko, a graduate of the University of Pittsburgh Graduate School of Library and Information Sciences, Class of 1973, was employed as Circulation Librarian beginning March 1, 1975. Mr. Ontko's responsibilities include periodical subscriptions, binding and preparation.

Mrs. Helen Miller, Chief, Extension Department was made Chief, St. Albans Branch effective July 1, 1975.

Mr. Robert Willits, Chief, St. Albans Branch, was made Chief, Extension Librarian, effective July 1, 1975.

The position of Assistant to Director/Services Librarian was created by the Library Board and becomes effective July 1, 1975.

Robert Fitz Simmons, 1913-1974, a dedicated library employee of 40 years, passed away on Sunday morning, September 20, 1974. This kind and gentle man meant so much to his colleagues, friends and library users.

Fitz did so many things, so well, for so long. All were accomplished with spirit, grace and intelligence. Having known the man for nearly 18 years, perhaps the role of teacher and counselor would have suited him best and pleased him even more. He recruited, employed and trained hundreds of young men and young women as pages. He shared their enthusiasms as-well-as their concerns. He was fair and reasonable and was always remembered with greeting cards and personal visits from "his" pages.

ROBERT FITZ SIMMONS
1913-1974

"Fitz," born November 27, 1913, died September 22, 1974, worked for the library forty years with the exception of three years from January 1945 to November 1947. He was the library to many people with whom he worked for so long. He resigned from the library to accept a job at Carbide, but didn't stay long. He worked for John Stahlen and later for J.C. Penny, Co. returning not to leave until his death.

With no college degree or formal library training he achieved the status of librarian, starting as a page in the summers of his high school years. He graduated in 1931 and started full time work in September 1934 where he worked in all departments and at all tasks, specializing in periodicals, newspapers and financial services including the subscription and binding of them. He grew in knowledge as the library grew.

In addition, he hired and supervised high school boys and girls for after school work at the library. Keeping attractive exhibits and arranging for art displays, both in the old building and in the new one, was another of his tasks that he did well.

He had a special interest and concern for young people. He was an assistant scout master, or on occasion scout master, for boy scout troops from 1939-1952. He helped many boys through his advice and some with financial help. Many people felt they could talk to him and availed themselves of his understanding and support. He was well known throughout the community.

The Church was an important part of his life and at his death he was Clerk of Session, an important, responsible job.

He was an only child, with no close relatives, and in his later years cared for his invalid father, after his mother's death.

In time his health became poor and open heart surgery was advised. He felt the risk was great and so decided not to have the operation. His doctor advised him to stop work entirely, but his answer was that he couldn't live if he stayed home, so he started working half time in February 1974 and officially retired then.

Church work, library work, devotion to his parents filled his life and his death leaves a void in the community. A friend to all, we are all saddened by his death.

Mrs. Alice White Gygax, formerly circulation, reference and catalog librarian for nearly 11 years, quietly and unexpectedly passed away on October 19, 1974.

PAPERBACK AND PATTERN EXCHANGE

The Paperback and Pattern Exchange is an innovative service which began in March 1975.

As the title implies, the new service consists simply of the patrons' exchange of one or more of their own paperbacks or patterns for one or an equal number of the Library's collection. Materials are shelved on a wrought iron rack

in the Circulation Department on the first floor. A poster displayed on the wall encourages patrons to "Bring One - Take One, Bring Some - Take Some."

SUNDAY SERVICE

For quite sometime we have talked about keeping the Library open on Sunday afternoons during the Fall, Winter and Spring months of the year. Although the idea has received a great deal of attention from the staff and by members of the Library Board, other priorities always managed to make demands upon appropriated and grant-in-aid funds. Never-on-Sunday, so it would seem, was more than just a title of a song or movie. It was a jinx; or at least until the Library Board met on October 8, 1974 and decided to extend library services from 1:00 p.m. to 5:00 p.m., on a temporary basis through December 29, 1974. On Sunday, October 20, 1974, the doors were opened to a large number of waiting people. Patron reaction was enthusiastic. The Charleston Gazette, in its issue of November 4, 1974, awarded a SMILE to the Kanawha County Public Library. We have every reason to believe, supported by patron reaction, that our community wants and needs this added service. Subsequently, the Library Board authorized the continuation of Sunday Service through June 1, 1975.

ST. ALBANS BRANCH

Of the nearly two dozen inquiries from new librarians for position of children's librarian perhaps the most interesting came from a resident of Dallas, Texas, and a recent graduate of the University of Indiana Library School. The applicant, a young man, was excited about becoming a children's librarian at the St. Albans Branch. He visited Kanawha County, met with staff and spoke with some members of the Library Board. We were disappointed when the young man chose to remain at the graduate school.

I mention the above not because it's the story of the fish that got away; but rather, to direct your attention to the fact that more young men are becoming interested in working with boys and girls.

Mr. Willits reported that 1,161 nonlibrary-sponsored meetings were held in the Conference and Community Rooms during the past 38 months. Someone remarked that the busiest place in St. Albans was the library. The staff has managed to create waves of patron traffic. Their successful programs include, but are not limited to the following: work with pre-school and elementary boys and girls, classic comedy films, international film festivals, and lecture series intended for the blind, aged and special interest groups.

WEST VIRGINIA LIBRARY COMMISSION

The West Virginia Library Commission granted $110,447.00 to Kanawha County Public Library during fiscal year 1974/1975 in support of books, reading services, programs and libraries.

STATISTICAL REPORT

July 1, 1974 - June 30, 1975

Population served: 229,515
Opened to the public June 3, 1909. First library located in the Y.M.C.A. Building on Capitol Street.

AGENCIES

Main Library	1
Mobilibrary (48 winter scheduled stops) (56 summer scheduled stops)	1
Branch	1
Deposit Collections	
Schools	30
Collections delivered - 432 juvenile	
Other Agencies	12
Collections delivered - 432 adult and juvenile	
Other School Stations	147
(Books borrowed by teachers from Boys and Girls Department and Mobilibrary) 28,216	
Collections lent - 443	

BOOK CIRCULATION

	1974/75	1973/74
Borrowed from Main Library		
Boys and Girls Department	175,192	142,295
Circulation Department	148,384	145,186
	323,576	287,481
Borrowed from Extension Department		
Mobilibrary	87,749	86,320
Deposit Collections	218,001	208,643
	305,750	294,963
Borrowed from St. Albans Branch		
Adult	45,227	47,210
Juvenile	55,341	55,630
	100,568	102,840
TOTAL CIRCULATION - Kanawha County Public Library	729,894	685,284

	1974/75	1973/74
Borrowed from Dunbar Public Library		
Adult and Juvenile	17,600	13,797
Borrowed from Nitro Public Library		
Adult and Juvenile	9,031	7,702
Borrowed from South Charleston Public Library		
Adult and Juvenile	100,545	107,381
GRAND TOTAL CIRCULATION - Volumes	857,070	814,164

BOOK STOCK

Number of volumes at the end of the year	373,976	359,121
Number of volumes added	22,032	20,808
Number of volumes withdrawn	7,177	12,619
Number of periodicals	489	473
Number of newspapers received	69	54

REGISTRATIONS

Total number of registered borrowers	43,805	42,987
Total number of registered borrowers during year	17,300	14,184

AUDIO VISUAL MATERIALS

Microfilm Readers	5
Record Players	3
Phonograph Record Albums	7789 titles
Microfilm (reels)	3,846
Phonograph Records Circulated	2,910

Cross Lanes Instant Library
Groundbreaking Ceremony

Mrs. Virginia Simmons, President, Cross Lanes Community Library and Cultural Association, Inc. and Friends

Groundbreaking by Mr. L. K. Lovenstein, President; Mr. R. David Childers, West Virginia Library Commission; Mr. Matthew M. Kinsolving, Kanawha County Board of Education; and Friends.

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

AUGUST 6, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on August 6, 1975 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mrs. Brown
Dr. Harper
Mr. Jacobson
Mr. Kuhns
Dr. Riggleman
Mr. Snyder
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the July 11, 1975 meeting were approved.

Correspondence.

Resignation - A. Guy Stone. The President reported that the Library was in receipt of a letter from Mr. Stone. It reads as follows:

"July 26, 1975

"Mr. L. K. Lovenstein, President
Kanawha County Public Library Board
123 Capitol Street
Charleston, West Virginia 25301

"Dear Mr. Lovenstein:

"It is with reluctance and regret that I submit, herewith, my resignation as a member of the Kanawha County Public Library Board of Directors.

"I have enjoyed working with the men and women of the Board who helped to make our public library the best in West Virginia.

"Sincerely,

/s/ A. Guy Stone
A. Guy Stone"

Afterwards, upon motion duly made, seconded and carried, said resignation was approved and accepted and ordered to be filed as a part of these minutes. Following discussion, upon motion duly made, seconded and carried, it was ordered that the following resolution be spread upon the minutes of this meeting:

WHEREAS, A. Guy Stone has been of service to his community and this Library as a member of its Board of Directors since July, 1958; and,

WHEREAS, A. Guy Stone contributed immeasurably to the effectiveness of this institution as a member of several committees and as President from July, 1966 through June, 1974; and,

WHEREAS, The Library Board of Directors acknowledges with appreciation and recognition his interest in and support of the Library's purposes and programs; therefore,

BE IT RESOLVED, That we accept, with reluctance and personal loss the resignation of A. Guy Stone; and,

RESOLVED FURTHER, That the resolution be spread upon the minutes of this meeting and a copy be sent to Mr. Stone.

Library Board Memberships. The President appointed a Library Board Membership Committee consisting of Mr. Jacobson, Chairman, Mr. Snyder and Mr. Anderson to consider and recommend nominations for the Library Board of Directors to fill the unexpired vacancy created by the resignation of A. Guy Stone whose term expires June 30, 1976.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of July, 1975. Included were the following:

1. An Expression of Appreciation, on behalf of Ruth Figgatt, Helen Lind and Nicholas Winowich, to the Board of Directors for the opportunity to attend the annual conference of the American Library Association held in San Francisco, California.

2. Interviews of candidates for two librarian vacancies were conducted at the ALA conference, employment opportunity center.

3. A caricature of Jimi Hendricks, deceased, rock vocalist and musician, was stolen from the collection of Mr. Taylor Jones whose works were on exhibit in the Adult Circulation Department.

Approval of Bills. The Library Director submitted Book Bills List No. 218 ($9,684.51) and General Bills List No. 218 ($4,925.82) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Dr. Riggleman and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 217 ($160.75) duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mr. Kuhns, and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Services to the Community Committee.

Clendenin Request. The President distributed copies of his report on the Special Meeting held on July 31, 1975 with representatives of new

American Heritage Library. The following members of the Library Board attended this meeting:

Mr. Lovenstein
Mr. Ray
Mrs. Smith
Mr. Snyder
Dr. Wallace

After considerable discussion, it was moved by Dr. Riggleman, seconded by Mr. Snyder that a paragraph on page 3 be approved as policy of the Library Board and reads as follows:

> The members of the Kanawha County Public Library Board stated that a firm commitment had been made to the proposed Elk Valley Library and that it was not possible to withdraw that support. It was pointed out also that funds available to the Kanawha County Public Library could not support two libraries in the Elk Valley, when the eastern end of the County was without library services.

Upon motion by Mr. Jacobson, seconded by Dr. Wallace, it was unanimously

> RESOLVED, That the Kanawha County Public Library renew its request to the West Virginia Library Commission for a construction grant of $30,000, that the stipulations be rescinded and that the award grant be allowed to remain free of prejudice and subject only to the usual conditions as stated in the construction application agreement.

Motion carried.

Dunbar Public Library. The Library Director reported that he attended a meeting of the Dunbar Public Library Board held on Tuesday, July 29, 1975. The meeting included representatives of the West Virginia Library Commission, Mr. Glazer and Mr. Childers; and Mr. Harless representing Mayor Leone. The Dunbar Public Library was awarded a Revenue Sharing grant of $44,000 by the Mayor and City Council of Dunbar which is scheduled to be used for the acquisition of a site upon which a new Dunbar Public Library would be built. Members of the Dunbar Public Library Board proposed that the Dunbar

Public Library become a branch of Kanawha County Public Library. Following discussion, Mr. Lovenstein suggested that the Services to the Community Committee (Bowman, Chairman, Mr. Anderson, Harper, Myerly, Smith, Springer and Wallace) would consider such a proposal from the Dunbar Public Library.

Cross Lanes Instant Library. The Library Director reported that a delay in the construction of the Instant Library at Cross Lanes was caused by some unexpected survey problems: illness, vacation, turn-over in survey crew and the failure to locate previously established survey monuments. However, the surveyor is confident that his work would be completed by August 16, 1975. There was discussion afterwards.

Budget Committee.

Book Detection System. It was suggested that the discussion on the proposed Book Detection System be deferred until the September meeting.

Personnel Committee. The Library Director submitted the application of Mr. Brian Faust for the position of Community Relations Librarian to succeed Mr. Frank Ontko. The Library Director reported that Mr. Faust had been invited for the personal interview on July 28, 1975 at which time he met with other staff members and himself. After discussion, it was moved by Mr. Snyder, seconded by Mr. Anderson and unanimously

> RESOLVED, That Brian Faust be appointed as Community Relations Librarian beginning August 18, 1975 at an annual salary of $8,880.00.

Motion carried.

The Library Director also submitted the application of Mr. Christopher Hartman for the position of Extension Librarian to succeed Mr. Joel Stern who was appointed Services/Librarian and Assistant to Director. The Library Director stated that Mr. Hartman had been invited for a personal interview on

July 30, 1975. After discussion, it was moved by Mr. Snyder, seconded by Mr. Anderson and unanimously

RESOLVED, That Christopher L. Hartman be appointed as Extension Librarian beginning September 1, 1975 at an annual salary of $8,880.00.

Motion carried.

Trustee's Institute. The President reported that he was invited to attend the "Institute on the Library Trustee's Role in Library Finance" offered as a Library Traineeship Program under Title II, Part B., Higher Education Act of 1965 which is to be held on October 13-17, 1975 at the School of Library and Information Science in Albany, New York. He stated that travel money would be available through Grant-In-Aid Funds. After discussion, it was moved by Mr. Jacobson, seconded by Mr. Anderson and unanimously

RESOLVED, That the President be authorized to attend the "Institute on the Library Trustee's Role in Library Finance" which is to be held on October 13-17, 1975 in Albany, New York and that his expenses be paid from the Grant-In-Aid Funds.

Motion carried.

Services to the Community Committee Renamed. It was recommended that the "Services to the Community Committee" be renamed as Community Service Committee. The recommendation was accepted.

There being no further business, the meeting on motion adjourned.

L. K. Lowenstein
President

Nathan Winnick
Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

SEPTEMBER 3, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on September 3, 1975 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mrs. Anderson
Mr. Bowman
Mrs. Brown
Mr. Jacobson
Mr. Kuhns
Mrs. Myerly
Mr. Ray
Dr. Riggleman
Mrs. Smith
Mr. Snyder
Mr. Springer
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the August 6, 1975 meeting were approved.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of August, 1975. Included were the following:

1. Mr. Taylor Jones, Caricaturist, The Charleston Gazette, withdrew his $125.00 request for compensation for the loss of a caricature on exhibit in the Adult Circulation Department.

2. The Plaza was used on several occasions for music, drama and a beauty pageant during Charleston's Regatta week. Clean-up crews and police attention were provided by the City.

3. The Library received a gift of $850.00 from the Bradford Fund which is used to purchase books on West Virginia or by West Virginians.

4. Mr. Brian Faust and Mr. Christopher Hartman, two of our newest librarians, arrived in Charleston from their respective residences in Emporia, Kansas and Albany, New York. Mr. Faust's employment was effective August 18, 1975 and Mr. Hartman is scheduled to begin on September 2, 1975.

Approval of Bills. The Library Director submitted Book Bills List No. 219 ($5,004.23) and General Bills List No. 219 ($7,486.78) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mr. Snyder and duly adopted, it was ordered that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 218 ($83.96) duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mr. Snyder, and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Budget Committee.

Audit Report, 1973/1974. Mr. Lovenstein presented the "Kanawha County Public Library Financial Report, June 30, 1974" prepared and submitted by Arnett and Foster, Certified Public Accountants. The firm's letters of June 16, 1975 and August 6, 1975 were read. The President and Library Director reviewed financial operating procedures from the time invoices are received, approved and submitted to the Board of Education authorizing payment. The audit fee went from $1,300.00 in 1973 to $1,950.00 in 1974 because additional time was required to complete the audit.

Mr. Lovenstein stated that a meeting with Mr. Paul Rothrock, Associate Superintendent, Division of Budget and Finance, Kanawha County Schools, Mr. William McKee, Certified Public Accountant, Arnett and Foster, the Library Director and he would meet to consider ways in which financial records would be made available, for audit purposes, as-soon-as possible. Following discussion, the audit report was ordered to be filed.

Grant-In-Aid Funds. Mr. Springer, Chairman, Budget Committee, reported that Kanawha County Public Library would receive $80,947.00 in Grant-In-Aid Funds from West Virginia Library Commission for the 1975/1976 fiscal year. Copies of the proposed schedule of expenditures were distributed to members present. Mr. Springer stated that the Library Director and he had met previously to discuss the document. Mr. Springer reported that the committee would meet subsequently and present its recommendation to the Library Board at the October, 1975 meeting. Mr. Springer added that it was necessary to approve some expenditures which are to become effective immediately. These were noted.

After discussion, upon motion by Mr. Springer, seconded by Mr. Snyder, it was moved that the following expenditures be approved at this time:

DIRECT PATRON USE

Sunday Service		$10,325.00
Professional Salaries	$4,025	
Non-Professional Salaries	4,200	
Other Expenses	2,100	
Homebound Service Librarian		7,400.00
Temporary Librarian (Wilma Brown)		2,500.00
		$20,225.00

ADMINISTRATIVE EXPENSES

Interview Expenses	$ 200	
Professional library meetings, conferences	1,500	1,700.00
	Total	$21,925.00

Motion carried.

Copies of the memorandum pertaining to "Cash Grants-In-Aid Payments to Affiliate Libraries" from Frederic J. Glazer, Director, West Virginia Library Commission, dated August 15, 1975 were distributed with the Proposed Schedule of Expenditures. This memo will be acted upon at the October meeting.

Community Service Committee

Cross Lanes Instant Library. The Library Director gave a progress report on the Cross Lanes Instant Library Project. He stated that the surveyor had completed his work which was in the hands of the architect. A final pre-construction conference was scheduled to be held on Tuesday, September 9, 1975. Following advertising of bids and acceptance, the construction phase could begin before the end of October, 1975.

The Library Director reported that Kanawha County Public Library was awarded an $8,000.00 West Virginia Library Commission "Establishment Grant For Books" for the Cross Lanes Branch Library.

Elk Valley Library. The Library Director reported that the following letter was mailed to Mr. Frederic J. Glazer, Director, West Virginia Library Commission:

"August 11, 1975

"Mr. Frederic Glazer
Director
West Virginia Library Commission
2004 Quarrier Street
Charleston, West Virginia 25311

"Dear Mr. Glazer:

"Representatives of the New American Heritage Library and members of the Kanawha County Public Library Board of Directors have met in that "spirit of cooperation" urged by the West Virginia Library Commission in your letter of June 23, 1975.

"Meetings were held in Clendenin and in Charleston. Discussion was free and open and the subject was explored by knowledgeable people. The basic issue which confronted both groups was the determination of the most desirable single location of a facility which would meet the needs of most residents of the Elk Valley. Unfortunately, we could not reach a consensus.

"It is the unanimous and considered opinion of the Kanawha County Public Library Board of Directors and its Community Service Committee that a branch library be established, developed and operated in Big Chimney.

"This decision is based on the following criteria:

"1. The Kanawha County Public Library cannot afford to operate two libraries within the same general area separated by only a few miles of geography.

"2. The Kanawha County Public Library is constructing an Instant Library in Cross Lanes made possible by the generosity of the West Virginia Library Commission and the Kanawha County Commission.

"3. Kanawha County Public Library's intermediate-term expansion plans call for at least two branches in the eastern part of the County and the strong probability of Dunbar Public Library becoming a branch of this system.

"4. Because resources from levying authorities are limited, duplication of services is fiscally irresponsible and therefore unacceptable.

"5. The Kanawha County Commission, by letter dated April 23, 1975, informed the Kanawha County Public Library Board of Directors that a Revenue Sharing Grant of $50,000 had been approved "for a new library in the Elk Valley at Big Chimney."

"6. The Library Board of Directors cannot and will not be a party to the abrogation of its commitment and that of the Kanawha County Commission to the Elk Valley Library at Big Chimney.

"Therefore, on behalf of Kanawha County Public Library, its Library Board and patron constituents, I respectfully request that the restrictive stipulations contained in your letter of May 27, 1975 be rescinded and that the award grant of $30,000 be allowed to remain subject only to the usual conditions of the construction application agreement.

"Your favorable and immediate consideration would help us to begin this project as soon as possible.

"Please convey my thanks to the members of the West Virginia Library Commission for their continued interest in expanding library services to all sections of Kanawha County.

"Sincerely yours,

/s/L. K. Lovenstein
L. K. Lovenstein
President
Kanawha County Library Board"

There was discussion afterwards.

Dunbar Public Library. Mrs. Smith, Member, Community Service Committee reported that Dunbar, West Virginia was interested in building a new library and that an application for state construction funds has been prepared. Following discussion, it was suggested that the Dunbar Library Board and Community Service Committee plan a joint meeting.

UNFINISHED BUSINESS

Exhibitor's Loan Agreement. Mr. Ray reported that an Exhibitor's Loan Agreement has been prepared. Copies were distributed to members present.

Following discussion, upon motion by Dr. Riggleman, seconded by Mrs. Anderson, it was unanimously

RESOLVED, That, the loan agreement as prepared and distributed be approved and that a copy be filed with the minutes of this meeting.

Motion carried.

Library Board Membership Committee. Mr. Jacobson, Chairman, reported that the Committee had met to consider and recommend nominations for the Library Board of Directors to fill the unexpired vacancy created by the resignation of A. Guy Stone whose term expires June 30, 1976. Mr. Jacobson presented the name of Mrs. Pauline Tompkins to fill the vacancy on the Board of Directors. After discussion and upon motion by Mr. Jacobson, seconded by Mr. Snyder, the following resolution was adopted:

RESOLVED, That Mrs. Pauline Tompkins be nominated to fill the unexpired term of Mr. A. Guy Stone which ends June 30, 1976; and

RESOLVED FURTHER, That the said nomination be reported to the Board of Education of the County of Kanawha with the request that the said nominee be duly elected.

Motion carried.

NEW BUSINESS

Overdue Fines Waived for Senior Citizens. The Library Director presented his memorandum entitled "Waiving Overdue Fines for Patrons 65 Years of Age and Older."

After discussion, upon motion by Mr. Springer, seconded by Mrs. Anderson, it was unanimously

RESOLVED, That Kanawha County Public Library, effective immediately, waive overdue fines charged to patrons 65 years of age and older.

Trustee Institute and West Virginia Library Association Annual Conference - October 30 - November 1, 1975. Mr. Lovenstein reported that an Institute for Library Trustees will be held in Morgantown, West Virginia on October 30 - November 1, 1975 during the West Virginia Library Association Annual Conference. To encourage attendance, the West Virginia Library Commission will award a grant up to Seventy-Five Dollars to send one member from each library board.

After discussion, upon motion by Mr. Springer, seconded by Mr. Snyder, it was unanimously

> RESOLVED, That Mr. Lovenstein and Mrs. Myerly be authorized to represent Kanawha County Public Library; and
>
> RESOLVED FURTHER, That the expenses for the Director and an allowance of $60.00 each for five staff members be paid for attendance at the West Virginia Library Association Conference, October 30 - November 1, 1975.

Motion carried.

Authorization to Change Mileage Compensation. The Library Director requested authorization to change mileage compensation when personal vehicles were used for library purposes. After discussion, upon motion by Mr. Kuhns, seconded by Mr. Snyder, it was unanimously

> RESOLVED, That Kanawha County Public Library is authorized to increase mileage compensation from 8¢ to 12¢ per mile when a personal vehicle is used for library purposes.

Motion carried.

There being no further business, the meeting on motion adjourned.

L. K. Lovenstein
President

Nicholas Winowich
Secretary

Capitol Street, Charleston, West Virginia 25301 Telephone 343-4646 Area Code 304

ANAWHA COUNTY PUBLIC LIBRARY

LOAN AGREEMENT

following has been loaned by me to Kanawha County Public Library for exhibit and display
ease itemize):

LE	MEDIA	ARTIST or CRAFTSMAN	REMARKS	VALUE

consideration of the benefits accruing to me from the display and exhibit of my materials, gree to loan them to Kanawha County Public Library, without charge, from _____ _____.

consideration of the benefits accruing to the Library's patrons and to Kanawha County Public rary, the Kanawha County Public Library agrees to exercise reasonable care in the protection the materials, but will not be liable for any damage, theft or other loss to the materials ept to the extent that the same may be covered by insurance carried by the Library at the e of the loss.

Signature of lender_____Date_____

Address_____Phone_____

For Kanawha County Public Library:

Signature_____Date_____

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

OCTOBER 1, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on October 1, 1975 at 2:00 p.m. in the Board Room of the Library.

The President welcomed Mrs. Pauline Tompkins who was appointed to the Library Board to fill the unexpired term of Mr. A. Guy Stone which ends June 30, 1976.

The following members were present:

Mr. Lovenstein
Mrs. Anderson
Mr. Bowman
Mrs. Brown
Mr. Jacobson
Mr. Kuhns
Mrs. Myerly
Mr. Ray
Mrs. Smith
Mr. Snyder
Mrs. Tompkins
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

Correspondence. The Library Director read the following letter:

"September 4, 1975

"The Board of Education of the
County of Kanawha
200 Elizabeth Street
Charleston, West Virginia 25311

"Gentlemen:

"The Library Board of Kanawha County Public Library at its meeting held on September 3, 1975, has nominated Mrs. Pauline

Tompkins, of Cedar Grove, West Virginia, to fill the unexpired term of A. Guy Stone which ends June 30, 1976.

"The Library Board respectfully requests that the said nominee be duly elected.

"Sincerely yours,

Kanawha County Public Library

By_____
Secretary"

The Library Director reported that the Library was in receipt of a letter from Kanawha County Schools, which reads as follows:

"September 15, 1975

"Mr. Nicholas Winowich, Secretary
Kanawha County Public Library
123 Capitol Street
Charleston, West Virginia 25301

"Dear Mr. Winowich:

"Your request of September 4, 1975, to appoint Mrs. Pauline Tompkins of Cedar Grove to fill the unexpired term of A. Guy Stone which ends June 30, 1976, was approved by the Kanawha County Board of Education at its regular meeting on Thursday, September 11, 1975.

"On behalf of the total Board, I wish to commend you for making such an excellent choice to fill this vacancy on the Library Board.

"Sincerely yours,

/s/ John F. Santrock
John F. Santrock
Superintendent of Schools"

The minutes of the September 3, 1975 meeting were approved.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of September, 1975. Included were the following:

1. Reviewed, briefly, plans for bi-centennial observance by Kanawha County Public Library. Programs are to be held in The John V. Ray Room and will reflect on the theme, "Life, Liberty and Pursuit of Happiness."

2. Additional shelving ordered for installation in St. Albans and Main Library, made possible by a Grant-In-Aid from West Virginia Library Commission, has been delayed because of financial and re-organizational problems experienced by the manufacturer.

3. Our Framed Art Reproduction collection should be available for patron use reasonably soon.

4. Some preliminary work is under way on a long-range plan for Kanawha County Public Library. Proposals will be submitted to Mrs. Smith's Committee which includes Mr. Maurice, Mr. Snyder and Dr. Wallace.

5. Book collection totals 376,800 volumes.

Approval of Bills. The Library Director submitted Book Bills List No. 220 ($9,139.55) and General Bills List No. 220 ($8,050.22) duly certified and approved in accordance with the Bylaws and on motion by Mr. Snyder, seconded by Mrs. Anderson and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 219 ($110.25) duly certified and approved in accordance with the Bylaws, and on motion by Mr. Snyder, seconded by Mr. Kuhns, and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Budget Committee.

Grant-In-Aid Funds. In the absence of Mr. Springer, Chairman, the Library Director reported that the Budget Committee met on September 18,

1975 to discuss the Proposed Schedule of Grant-In-Aid Expenditures for fiscal year 1975/1976. Copies of the proposed schedule were distributed to members present. The Library Director reported that the original sum of Grant-In-Aid Funds was $80,947.00. It was then increased by the West Virginia Library Commission to $84,978.00. By letter of September 24, 1975 the Library Director was informed that an additional grant-in-aid of $18,978.00 was awarded. The total sum of Grant-In-Aid Funds for fiscal year 1975/1976 now stands at $103,399.00. The Budget Committee was prepared to consider expenditure of $84,978.00. Mrs. Smith, member of the committee, spoke briefly on each item as outlined on the schedule. After discussion, upon motion by Mrs. Smith, seconded by Mr. Snyder, it was moved that the expenditures listed below be made, but with the following exception:

Book Detection System be set aside temporarily

Schedule of Expenditures

DIRECT PATRON USE

A.	Sunday Service		$10,325.00
	Professional Salaries	4,025	
	Non-Professional Salaries	4,200	
	Other Expenses	2,100	
B.	Homebound Service Librarian		7,400.00
C.	Temporary Librarian (Wilma Brown)		2,500.00
D.	Programs		1,500.00
	New concept (ideas) In-House activities for all patrons		
E.	Audio-Visual Materials		2,000.00
	Acquisition of filmstrips, cassettes and phonograph records		

F. Film (16mm) Circuit		884.00	
G. Books and Periodicals		18,333.00	
	Sub-Total		$42,942.00

"MANDATED" SUPPORT FOR AFFILIATED LIBRARIES OF DUNBAR, NITRO AND SOUTH CHARLESTON

A. Dunbar			
9,151 population x 30 cents per capita		$ 2,745.00	
B. Nitro			
8,019 population x 30 cents per capita	2,406		
Supplemental IV, increased hours	1,092	3,498.00	
C. South Charleston			
16,333 population x 30 cents per capita		4,900.00	
	Sub-Total		$11,143.00

NON-RECURRING CAPITAL ITEMS

Magnetic Tape Selectric Typewriter with card splitter for Catalog Department and Administrative Office	9,000.00

RECURRING SUPPORT

A. Furniture and Equipment	7,428.00	
B. Office and Library Supplies	2,000.00	
C. Vehicular	825.00	
Sub-Total		$10,253.00

ADMINISTRATIVE EXPENSES

A. Memberships in American Library Association and West Virginia Library Association	940.00
B. Interview Expenses	200.00

C. Professional library meetings, conferences	1,500.00	
Sub-Total		2,640.00
Total		$75,978.00

Audit for 1974/1975. The Library Director reviewed the State Tax Commissioner directives concerning the appointment of private auditors by the State Tax Commissioner to conduct post-audits of all non-tax levying funds. The Library Director submitted the names of four certified public accounting firms and four registered public accounting firms. They are listed in alphabetical order as follows:

Certified Public Accounting Firms

Arnett and Foster
Ernst and Ernst
Howell and Paterno
Hurdman and Cranston

Registered Public Accountants

Clendenin and Clendenin
Rice and Rice, Inc.
Mrs. Willie S. Sturm
David P. Williams Company

Following discussion, it was moved by Mr. Snyder, seconded by Mr. Kuhns, that the names as submitted be approved and that the Library Director be authorized to forward the information to the State Tax Commissioner regarding post-auditing which is for the period ending June 30, 1975.

Community Service Committee.

Dunbar Public Library. Mr. Bowman, Chairman, reported that a committee meeting was held on Wednesday, October 1, 1975 at 1:00 p.m. to explore the possibilities of accepting the Dunbar Public Library as a branch of Kanawha County Public Library. Comments were made by Mrs. Smith, Mr. Lovenstein and others members of the Library Board. Afterwards, it was the

intent of the members present to recognize the possibility favorably, even in the absence of any formal declaration and/or presentation. A memorandum of understanding, mutually satisfactory to both parties, remains to be drafted for consideration by the Community Service Committee.

Cross Lanes Instant Library. The Library Director reported that plans and specifications had been completed and that legal ads appeared in the Charleston Daily Mail and The Charleston Gazette on September 16, 1975 and September 23, 1975. Opening of bids, he said, was scheduled for Thursday, October 2, 1975 at 2:00 p.m. in the Board of Directors Room. The construction contract, based on previous West Virginia Library Commission experience, would range from a low of $18,000.00 to $23,000.00. Following discussion, upon motion by Mr. Snyder, seconded by Dr. Wallace it was

> RESOLVED, That the President be hereby authorized to sign the construction contract for the installation of an Instant Library to be located at Cross Lanes.

Motion carried.

Elk Valley Library. Mr. Lovenstein reviewed the Elk Valley Library Project and then read the West Virginia Library Commission letter of September 24, 1975 which follows:

"September 24, 1975

"Mr. L. K. Lovenstein, President
Kanawha County Public Library
123 Capitol Street
Charleston, West Virginia 25301

"Dear Mr. Lovenstein:

"The West Virginia Library Commission at its meeting of September 22, 1975 resolved to remove the stipulation attached to the $30,000 grant award to the Kanawha County Public Library for a library facility at Big Chimney.

"It is the Commission's opinion that the uppermost consideration is the need to extend library service to presently underserved areas in Kanawha County. To further assist in extending service to unreached areas, the Commission is also standing by its decision to consider Clendenin for a grant should there be local funds available to support a facility. It is the Commission's hope that the Kanawha County Public Library will be able to give attention to the American Heritage Library in Clendenin should the library eventuate.

"It should be pointed out that the Library Commission does not seek to be a party to matters which should have resolution at the County level, and it is hoped that the Commission will not find itself at some time in the future involved in a dispute of local nature. Your attention is called to the need for a total area plan, one that will provide for an orderly growth of branch installations without the attendant discord generated by the Clendenin-Big Chimney affair.

"The Commission also advises you to take note that it will be difficult for the West Virginia Library Commission to make favorable grants to the Kanawha County Public Library in the future until we have some idea that this situation won't reoccur, but will be precluded through the development of a long range plan for County library service.

"We wish you well in your efforts to extend and expand library service to all Kanawha County residents.

"Sincerely,

/s/ Frederic J. Glazer
Frederic J. Glazer
Director"

There was discussion afterwards.

UNFINISHED BUSINESS

Book Detection System. Mr. Lovenstein and the Library Director commented on the 3M Book Detection system and of their visit to the library at West Virginia Tech to see the installation and to talk with Mr. Young and his staff. Discussion followed. No action was taken.

NEW BUSINESS

Institute on Developing Dynamic Public Library Services Responsive to Community Needs. The Library Director reported that Mr. Joel Stern had been invited to attend the Institute on Developing Dynamic Public Library Services Responsive to Community Needs sponsored by Syracuse University, School of Information Studies which was held on September 26-30, 1975 at the Library School in Syracuse, New York. He stated that travel money was available through Grant-In-Aid Funds. After discussion, it was moved by Dr. Wallace seconded by Mr. Jacobson and unanimously

> RESOLVED, That Joel Stern be authorized to attend the Institute on Developing Dynamic Public Library Services Responsive to Community Needs, which was held on September 26-30, 1975 in Syracuse, New York and that his expenses, not to exceed $300.00, be paid from the Grant-In-Aid Funds.

Motion carried.

Institute on the Library Trustee's Role in Library Finance. The President reported that the Library Board had approved his attendance at the Institute on the Library Trustee's Role in Library Finance which is to be held on October 13-17, 1975 at the State University of New York in Albany, New York. He stated that travel money was available through Grant-In-Aid Funds. Upon motion of Mr. Kuhns seconded by Dr. Wallace, it was unanimously

> RESOLVED, That the President's expenses, not to exceed $400.00 be paid from Grant-In-Aid Funds which is expended for the purpose of attending the Institute on the Library Trustee's Role in Library Finance at University of New York, Albany, New York.

Motion carried.

There being no further business, the meeting on motion adjourned.

L K Lowenstein
President

Nicholas Winowich
Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

NOVEMBER 5, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on November 5, 1975 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mrs. Anderson
Mr. Bowman
Dr. Harper
Mr. Jacobson
Mrs. Myerly
Mr. Ray
Dr. Riggleman
Mrs. Smith
Mr. Snyder
Mrs. Tompkins
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of October, 1975. Included were the following:

1. The West Virginia Library Association, at its Annual Conference held in Morgantown, West Virginia, October 30 - November 1, 1975, recognized and honored, by resolution, Mr. John V. Ray, Mr. A. Guy Stone, Mr. Robert Fitz Simmons and Mrs. Alice Gygax.

2. The Kanawha County Board of Education makes it possible for the Library to purchase gasoline for its Mobilibrary, Station Wagon and Truck at the special price of .4039 cents per gallon.

3. Mr. John G. Hutchinson, Mayor, City of Charleston, by letter of October 10, 1975 extended thanks to Kanawha County Public Library for the use of the Library steps for some of the events of Regatta Week. He added, "I appreciate your cooperation as the events were more effective on the steps than they could have been elsewhere."

4. Charleston Municipal Beautification Commission has prepared the 8' by 10' Quarrier and Summers Streets planter for winter rest and spring flowers. We should look better next year.

Approval of Bills. The Library Director submitted Book Bills List No. 221 ($25,417.08) and General Bills List No. 221 ($7,548.61) duly certified and approved in accordance with the Bylaws and on motion by Mr. Snyder, seconded by Mrs. Anderson and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 220 ($143.39) duly certified and approved in accordance with the Bylaws, and on motion by Mr. Snyder, seconded by Mrs. Anderson, and duly adopted, it was ordered that the bills set out on the said list be paid.

Personnel Committee. The Library Director submitted the application of Mr. Thomas T. Wrenn for the position of Homebound Services Librarian. He presented a brief review of his education, and professional qualifications. Following discussion and upon motion by Mr. Snyder, seconded by Mrs. Anderson, it was unanimously

RESOLVED, That Thomas T. Wrenn be appointed Homebound Services Librarian beginning December 1, 1975 at an annual salary of $8,880.00.

Motion carried.

Budget Committee.

Advance Allowance on Travel Expenses. Mr. Lovenstein spoke of the need to provide Staff and Board Members with an advance allowance for travel purposes when such is authorized by the Board of Directors. He reported that a similar consideration was favorably approved by the Kanawha County Board of Education. Following discussion, it was moved by Mrs. Anderson, seconded by Dr. Wallace, and was unanimously

> RESOLVED, That the Library Director be and is hereby authorized to provide an Advance Travel Allowance not to exceed seventy-five percent (75%) of the estimated expense to attend a meeting(s) authorized by the Board of Directors; and,
>
> RESOLVED FURTHER, That the Advance Travel Allowance may be given to any member of the Staff or of the Board of Directors who shall submit a request at least two weeks in advance of the need for such funds.

Audit for 1974/1975. Mr. Lovenstein reported that the firm of Arnett and Foster was appointed by the State Tax Department of West Virginia "to conduct the post-audit of Kanawha County Public Library for the period(s) ending June 30, 1975."

Community Service Committee.

American Heritage Public Library. Mr. Bowman, Chairman, and Mr. Lovenstein presented the report of the Committee which met previously, on Tuesday, October 28, 1975 to consider the American Heritage Public Library letters submitted by Mr. Jack C. Huffman, President. A proposed draft of a reply was prepared and mailed to all members of the Library Board for their information and consideration. There was discussion. Afterwards, upon

motion of Mr. Bowman, seconded by Dr. Harper, it was unanimously

RESOLVED, That the President be and is hereby authorized to send a reply to The American Heritage Public Library; and,

RESOLVED FURTHER, That the letter be a part of the minutes of this meeting.

Motion carried.

The letter reads as follows:

"November 6, 1975

"Mr. Jack C. Huffman, President
The American Heritage Public Library
Clendenin, West Virginia 25045

"Dear Mr. Huffman:

"Your letters of October 4 and 16, 1975, were presented to the Kanawha County Public Library Board of Directors by Mr. Winowich during its regular monthly meeting held on November 5, 1975. After a full discussion of your several requests, I was authorized to respond as follows:

1. The Kanawha County Public Library will loan The American Heritage Public Library a total of 1500 to 2000 books to stock the bookmobile provided by the West Virginia Library Commission. It will be necessary for you to provide adequate insurance to cover such loss to these materials as may occur as a result of fire, theft, damage, etc. An agreement covering the loan of these materials will be prepared for your signature. Additionally we will continue to provide Mobilibrary services in the Clendenin area every two weeks. We believe the Mobilibrary will supplement and complement the collection and services provided by the American Heritage Public Library.

2. We will provide counsel through our professional librarians for the establishment of normal library routines and practices.

3. We will provide in-service training for American Heritage Public Library staff. Training sessions will be conducted in Charleston or Clendenin, as appropriate.

4. We will provide you with patron registration forms and borrowers' cards and will expect you to participate in Kanawha County Public Library's long-established county-wide registration system.

5. Grant-In-Aid funds of in-kind value will be used to purchase books, magazines, and newspapers. The total value of this in-kind support will be the same per capita support given to the municipal libraries of Dunbar and Nitro based on the 1970 U. S. Census population of the City of Clendenin.

6. The Kanawha County Public Library cannot assume any financial responsibility for the present or future operation of The American Heritage Public Library, because of our previous obligation to the Elk Valley Branch Library at Big Chimney, which we have undertaken. It is not possible for the Kanawha County Public Library to support, in any way, two libraries located in the Elk Valley area. It is for these reasons that we find it necessary to limit our loan of books to not more than 2000 as outlined in number 1 above.

"Mr. Winowich, our Director, and other members of our professional staff look forward to meeting with you and your staff at an early date to implement these commitments in an atmosphere of mutual cooperation and mutual respect.

"Yours very truly,

/s/ L. K. Lovenstein
L. K. Lovenstein
President
Kanawha County Public Library Board

"LKL:bh

"cc - Frederic Glazer"

Dunbar Construction Application. Mr. Bowman, Chairman, reported that the Dunbar Public Library submitted an application for construction funds to West Virginia Library Commission on October 22, 1975. An integral and vital part of the document included two letters each signed by Mr. Bowman as Chairman, Community Services Committee. Specifically, they extend approval

of the application by the Dunbar Public Library and that it was the intent of the Library Board of Directors, pending a formal declaration, to accept Dunbar Public Library as a branch of Kanawha County Public Library. There was discussion afterwards.

Elk Valley Library. Mr. Lovenstein reported that an architectural contract has been signed with the firm of Wilson and King of St. Albans, West Virginia and by Elk Valley Library Association. Preliminary sketches, he said, would be ready in a few months from now. The Library Director, exhibited copies which appeared in two issues of a neighborhood shoppers guide. There was discussion afterwards.

Cross Lanes Library. Mr. Lovenstein reported that a joint meeting of the Budget and Community Services Committees was held on Tuesday, October 7, 1975 to consider the construction and operational costs of the Cross Lanes Instant Library. He said that the following construction bids were received:

S. B. Noe Building Contractor	$35,865.00
Dempsey Building Corporation	$50,500.00
Upton Construction Company, Inc.	$52,540.00

There was discussion. Afterwards, upon motion of Mr. Jacobson, seconded by Mr. Bowman, it was unanimously

RESOLVED, That the authorization to sign the Construction Contract by the President with S. B. Noe, Building Contractor, Kenova, West Virginia on October 7, 1975, in the amount of $35,865.00 be approved.

Motion carried.

The Library Director presented a progress report on the construction of the Instant Library. It is noted as follows:

1. Site clearance by Contractor.

2. Site grading by Contractor.
3. Removal of chain link fence by School Board personnel.
4. Concrete floor slab has been poured and cured.
5. Building delivery is scheduled for November 10, 1975.

Colored photographs of the site were exhibited to the members present.

Mr. Lovenstein reported that the West Virginia Seating Company, Huntington, West Virginia was awarded the instant library furniture and equipment installation by the West Virginia Library Commission on low bid. There was discussion. Upon motion of Mr. Snyder, seconded by Dr. Wallace, it was unanimously

RESOLVED, That the Library Director be authorized to purchase the Instant Library furniture and equipment from the West Virginia Seating Company at a sum of $4,618.17.

Motion carried.

Mr. Lovenstein reported also that an instant library carpet installation by McQuail's, Inc., Bluefield, West Virginia was available on competative bid arranged by West Virginia Library Commission at the sum of $1,377.00. However, the President and Library Director were confident that a carpet installation of similar quality and quantity could be purchased at less cost than noted above. After discussion, the Library Director was encouraged to make appropriate inquiries.

The Library Director and Mr. Ray spoke on the need for obtaining an easement agreement between Kanawha County Public Library and the owners of the Kroger land. This became necessary to accommodate a gradual sloping sidewalk that extended approximately eight (8) feet beyond our property line. It appears that the easement is satisfactory to both parties and the Library's insurance carrier. Following discussion, upon motion by Mr. Ray, seconded by Mr. Jacobson, it was unanimously

RESOLVED, That the President be and is hereby authorized to sign the easement agreement when submitted for his signature.

Motion carried.

Building and Grounds Committee. Mr. Snyder reported that insurance values have been increased. They are noted as follows:

Building

a) Kanawha County Public Library from $3,088,000 to $3,273,000 (5.6% increase)

b) St. Albans Branch from $374,000 to $396,000 (5.5% increase)

Furniture and Equipment

a) Kanawha County Public Library from $321,000 to $353,000 (9.07% increase)

b) St. Albans Branch from $31,000 to $34,000 (8.8% increase)

Books

A total of $3,122,334

There was discussion afterwards. It was mutually agreed that the new values would be listed in the policy renewal.

NEW BUSINESS

Carpeting at Capitol Street Entrance. The Library Director spoke of need to replace worn carpeting at the Capitol Street entrance. Cost was estimated to be less than $1,800.00 which would be paid from Grant-In-Aid Funds. Following discussion, the Library Director was asked to seek combined bids for this carpet and for the carpet in the Instant Library and to make a report at the December meeting of the Library Board.

There being no further business, the meeting on motion adjourned.

L.K. Lowenstein
President

Nicholas Winnick
Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

DECEMBER 3, 1975

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on December 3, 1975 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mrs. Brown
Dr. Harper
Mr. Jacobson
Mr. Kuhns
Mr. Ray
Dr. Riggleman
Mr. Snyder
Mrs. Tompkins

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of November, 1975. Comments and discussion included the following:

1. Retirement of Mr. Herbert Hundley who served this institution well as custodian from December 1, 1965 to October 31, 1975.

2. The film, framed art reproduction and homebound services started almost simultaneously and with satisfaction.

3. The St. Albans Library and Recreation Board presented a check of $250.00 which will be used to replace a stolen 16mm sound, film projector. The remaining cost will be recovered from Insurance carrier.

4. A total of 1,440 books were placed on loan at the American Heritage Public Library in Clendenin which began operation December 1, 1975.

Approval of Bills. The Library Director submitted Book Bills List No. 222 ($8,113.47) and General Bills List No. 222 ($11,224.46) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mr. Snyder and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 221 ($134.42) duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mr. Snyder, and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Community Service Committee.

American Heritage Public Library, Clendenin. In the absence of Mr. Bowman, Chairman, the Library Director distributed to the members present a "Statement of Financial Responsibility for Kanawha County Public Library's Deposit Collection at American Heritage Public Library, Clendenin, West Virginia." The statement, including changes suggested during the discussion, reads as follows:

STATEMENT OF FINANCIAL RESPONSIBILITY FOR THE
KANAWHA COUNTY PUBLIC LIBRARY'S DEPOSIT COLLECTION
AT AMERICAN HERITAGE PUBLIC LIBRARY
CLENDENIN, WEST VIRGINIA

I, Jack Huffman, President, American Heritage Public Library, Clendenin, West Virginia, ("American Heritage") understand that it is the official policy of the Kanawha County Public Library, Charleston, West Virginia, ("Kanawha County") to make library borrowers individually responsible for library materials lent to them. If the deposit collection materials housed at American Heritage are lost and/or damaged, the American Heritage will make every reasonable effort to collect the replacement cost of

the material from the borrower and remit such collections to Kanawha County.

Library materials will be on loan to American Heritage for ninety days (90) and will be subject to renewal. Upon the expiration of the initial 90 day loan period or any renewal thereof, at the request of Kanawha County American Heritage will return all library materials to Kanawha County.

An official inventory of materials on loan to American Heritage will be maintained by the Extension Department of Kanawha County.

Further, it is agreed that American Heritage will carry adequate insurance to reimburse Kanawha County for any loss or damage to the library materials hereby loaned due to fire, theft and other perils included under the so-called extended coverage insurance endorsement.

Jack Huffman, President American Heritage Public Library Clendenin, West Virginia	L. K. Lovenstein, President Kanawha County Public Library Charleston, West Virginia
Date	Date

Afterwards, upon motion by Mr. Kuhns, seconded by Mr. Ray, it was unanimously

RESOLVED, That the President be and is hereby authorized to sign the agreement with American Heritage Public Library as amended.

Motion carried.

Cross Lanes Library. The Library Director presented a progress report on the Cross Lanes Instant Library Construction Project and is noted as follows:

1. Receipt of bids on the carpet installation may be delayed temporarily because carpeting by specification on reexamination has been rejected by the State Fire Marshall. A new covering of equal quality and price has been solicited.

2. One power pole has been removed from the site, another has been changed to another site. The poles were problems of sight and landscaping.

The Library Director stated that he and the President made several "eye-ball" inspections of the project and found the job to progress sufficiently to guess that the Instant Library will be completed before the end of December, 1975. There was discussion afterwards.

Elk Valley Library. The Library Director reported that preliminary discussions have taken place with Wilson and King Architects for the purpose of building utilization for library needs. He stated that the solicitation campaign, of which Mr. Lee Lockhart is Chairman, has collected nearly $3,100.00 to date.

NEW BUSINESS

Institute on the Library Trustee's Role in Library Finance in Albany, New York. Mr. Lovenstein reported on the conference he attended in Albany, New York. Copies of three conference addresses were mailed to each member prior to the meeting of the board. Trustees from 23 libraries were in attendance. There was discussion afterwards.

West Virginia Library Association Annual Conference. Mr. Lovenstein, President, and Mr. Snyder represented Kanawha County Public Library at the West Virginia Library Association Conference held in Morgantown, West Virginia, October 30 - November 1, 1975. Mrs. Helen Smith represented the Dunbar Library at the meeting. Comments were made by Mr. Lovenstein and Mr. Snyder. There was discussion afterwards.

West Virginia Library Association Resolutions. The Library Director reported that the following resolutions were adopted by the West Virginia Library Association at its annual conference in Morgantown, West Virginia.

JOHN V. RAY

WHEREAS, John V. Ray, Kanawha County Public Library Board of Directors, deceased November 25, 1974, and

WHEREAS, for forty-five years, thirty of those as President, Mr. Ray served as an active and spirited force behind the library's achievements, always representing his library with dignity, perseverance, strength, and understanding, and

WHEREAS, he prepared and successfully guided the Kanawha County Library Act enacted by the West Virginia Legislature in 1957 which provided additional funds for the Kanawha County Public Library, and

WHEREAS, Mr. Ray represented libraries and librarianship with signal qualities of vision and achievement, service and dedication:

THEREFORE BE IT RESOLVED: That the West Virginia Library Association at its annual convention assembled, on the thirtieth day of October 1975, by unanimous acclaim, does hereby extend remembrances to the memory of John V. Ray, which will be of benefit to the State of West Virginia and to the profession,

RESOLVED FURTHER: That a copy of the resolution be sent to the Kanawha County Public Library Board, and to the family of the recipient.

A. GUY STONE

WHEREAS, A. Guy Stone, former member of the Kanawha County Public Library Board of Directors and former member of the West Virginia Library Commission, retired 1975, and

WHEREAS, for sixteen years Mr. Stone contributed immeasurably to the growth of the Kanawha County Public Library through service as a member of several committees and as President from July 1966 through June 1974:

THEREFORE BE IT RESOLVED: That the West Virginia Library Association at its annual convention assembled, on the thirtieth day of October 1975, by unanimous acclaim, does hereby extend acknowledgement of the contributions of West Virginia and to the profession,

RESOLVED FURTHER: That a copy of the resolution be sent to the Kanawha County Public Library Board of Directors and to the recipient.

ROBERT FITZ SIMMONS

WHEREAS, Robert Fitz Simmons, former member of the staff of the Kanawha County Public Library, deceased September 22, 1974, and

WHEREAS, for nearly forty years Mr. Simmons served diligently and faithfully in all departments of the library, and

WHEREAS, he was a friend to all who came in contact with him at the library and through his many community and church activities:

THEREFORE BE IT RESOLVED: That the West Virginia Library Association at its annual convention assembled, on the thirtieth day of October 1975, by unanimous acclaim, does hereby extend remembrances to the memory of Robert Fitz Simmons, which will be of benefit to the State of West Virginia and to the profession,

RESOLVED FURTHER: That a copy of the resolution be sent to the Kanawha County Public Library Board of Directors.

ALICE WHITE GYGAX

WHEREAS, Alice White Gygax, a librarian at Kanawha County Public Library, deceased 1974, and

WHEREAS, Mrs. Gygax devoted forty years to creative and concerned librarianship by combining a rich and wide knowledge of books with a sensitive caring for people, and

WHEREAS, she contributed significantly to West Virginia librarianship with her thesis, The Public Library Movement in West Virginia:

THEREFORE BE IT RESOLVED: That the West Virginia Library Association at its annual convention assembled, on the thirtieth day of October 1975, by unanimous acclaim, does hereby extend remembrances to the memory of Alice White Gygax, which will be of benefit to the State of West Virginia and to the profession,

RESOLVED FURTHER: That a copy of the resolution be sent to the Kanawha County Public Library Board of Directors and to the family of the recipient.

The Library Director stated that copies of the resolutions were sent to the family of the recipients.

Proposed Committee Assignments. Copies of the proposed assignment to standing committees of the Library Board were distributed to members present. Copies will be mailed to board members who were absent. Comments and/or changes of assignment were invited.

Resignation of Robert Willits. The Library Director reported that Mr. Robert D. Willits, Chief, Extension Librarian, submitted his resignation to become effective January 31, 1976. After discussion, upon motion of Mr. Snyder, seconded by Mr. Kuhns, it was moved that the resignation be accepted and that the Library Director be authorized to write a letter of appreciation to Mr. Willits. Motion carried.

Post-Audit Authorization Fiscal Year 1974/1975. The President reported that the Library was in receipt of an agreement dated October 16, 1975 from the firm of Arnett and Foster stating the arrangements for their examination of the financial statement of the library for the year ending June 30, 1975. After discussion, upon motion by Mr. Jacobson, seconded by Dr. Riggleman, it was unanimously

RESOLVED, That the President be and is hereby authorized to sign the agreement with Arnett and Foster to conduct the post audit for the year ending June 30, 1975.

Motion carried.

Carpeting Bids. Carpeting at the Capitol Street entrance and for the Cross Lanes Instant Library remains to be determined. In addition, some of the used carpet from the main library will be reinstalled in several

offices and work places. Following discussion, upon motion by Mr. Snyder, seconded by Dr. Harper, it was unanimously

RESOLVED, That the President be and is hereby authorized to sign for carpet purchases and reinstallation, based upon the low bid and the quality requirements.

Motion carried.

There being no further business, the meeting on motion adjourned.

L. K Lorenstein
President

Nicholas Winowich
Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

JANUARY 7, 1976

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on January 7, 1976 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mrs. Brown
Mr. Jacobson
Mr. Kuhns
Mrs. Myerly
Mrs. Smith
Mr. Snyder
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of December, 1975. Comments and discussion included the following:

1. The Bernard H. and Blanche E. Jacobson Foundation gifts to Kanawha County Public Library are acknowledged with grateful thanks and appreciation. A specially designed bookplate created by Ellie Schaul was shown to members present.

2. The Library, on January 3, 1976, observed its tenth Anniversary at its Capitol Street location.

3. The West Virginia Library Commission invited this institution, as-well-as other public libraries, to submit opportunities for consideration of Special Project grants during fiscal year 1975/ 1976.

BOOKS	$30,000
CONTINUING EDUCATION	5,000

KANAWHA COUNTY PULBIC LIBRARY IN COOPERATION WITH WEST VIRGINIA EDUCATIONAL BROADCASTING FACILITY	15,000
OFFICE SPACE	5,000
PERIODICALS ON MICROFILM	2,000
PATRON REGISTRATION CAMPAIGN	1,500
PRESERVATION OF LOCAL HISTORY MATERIAL	1,000
AUDIO VISUAL EQUIPMENT	5,000
BICENTENNIAL	3,000
FRAMED ART REPRODUCTIONS	4,000
TOTAL	$71,500

4. Legislator Appreciation Day is scheduled to be held on Sunday, February 15, 1976 at Kanawha County Public Library in Charleston.

5. Mr. George Zimmerman of Zimmerman Electrical Equipment, Inc., reported by letter of December 22, 1975 that the building's electrical power factor (efficiency rating) had been improved with a capacitor installation from 98% to 100% resulting in a savings of $431.55 in four months.

Approval of Bills. The Library Director submitted Book Bills Lists No. 223 ($12,767.11) and General Bills List No. 223 ($5,183.17) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Dr. Wallace and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 222 ($343.33) duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Dr. Wallace, and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Community Service Committee.

Cross Lanes Instant Library. The Library Director reported for the Chairman who was unable to be present for the meeting. A financial statement follows:

Kanawha County Public Library
Cross Lanes Branch Library

Expenditures to Date
December 29, 1975

INCOME

Kanawha County Commission (Revenue Sharing Funds) $45,000.00

EXPENDITURES

Contractor	$23,560.00	
Site	547.20	
Kanawha County Public Library	16.00	
Urban Engineering	1,080.75	
Charleston Newspapers	49.12	
Expenditures To Date		25,253.07
Balance		$19,746.93*

*Reconciled with Kanawha County Commission - 12-18-75

Kanawha County Public Library
Cross Lanes Branch Library

ESTIMATE OF EXPENDITURES

January 1, 1976 - June 30, 1976

ESTIMATE OF EXPENDITURE

Contractor		$12,305.00
Architect	No	

Salaries		No	
Librarian			
Special Clerk			
Custodian			
Other Expenses			
Furniture and Equipment		$4,618.17	
Carpeting		1,491.10	
Branch Door Sign		150.00	
Utilities			
Electricity	(Est.)	567.00	
Telephone	(Est.)	225.00	
Water	(Est.)	20.00	
Sewerage	(Est.)	20.00	
Insurance	(Est.)	200.00	
Building Supplies	(Est.)	150.66	7,441.93
			$19,746.93

ADDITIONAL REVENUE TO BE FURNISHED FROM GRANT-IN-AID FUNDS, 1975/1976

Architect		$ 300.00	
Salaries			
Librarian	4,050		
Clerk	2,851		
Custodian	300	7,201.00	
Social Security		421.00	
Workmen's Compensation, Hospitalization		155.00	
	Total		$ 8,077.00

A brief time-table of forthcoming Instant events are noted as follows:

1. Carpet installation is scheduled to be completed January 7, 1976.

2. Furniture and equipment, purchased on October 22, 1975 is scheduled for delivery and installation on January 19, 1976.

3. Staff will consist of a librarian, a clerk and several volunteers.

4. Library will be open Tuesday through Saturday and closed Sunday and Monday. See attached schedule.

5. The date for the Open House has not been set.

A final inspection of the building was made on January 5, 1976. Attending were the following persons:

Charles Hively, Architect
S. B. Noe, Contractor
L. K. Lovenstein
Nicholas Winowich

All agreed, including members of the West Virginia Library Commission staff who viewed the facility previously, that construction by Mr. Noe was outstanding. The architect prepared a Certificate of Substantial Completion which Mr. Lovenstein signed. The document properly noted that such exterior work, as noted below, remained to be completed:

1. Install gutters, downspouts and splashblocks.
2. Finish grading, seeding and mulching of site.
3. Dress and rub down concrete steps to school parking lot.
4. Finish rail at steps - grind welds, sand and paint.

A retainage of 5% ($1,793.25) would be held until the contractor completes the above work.

Elk Valley Library. Preliminary drawings, prepared by Wilson and King, Architects, were presented to Jim Smith and the Library Director at a meeting held on January 2, 1976 at the firm's office in St. Albans, West Virginia. Drawings with changes were exhibited. Questions and comments followed. Another preliminary plan will be presented at the February meeting.

Budget Committee. Mr. Springer, Chairman, was not present. The Library Director reported that a draft of the proposed Kanawha County Public Library operating budget for fiscal 1976/1977 was being prepared and would be submitted to the Budget Committee which is composed of the following Library Board members:

Mr. Springer, Chairman
Mr. Anderson
Mr. Jacobson
Mr. Kuhns
Mrs. Smith
Mr. Snyder
Dr. Wallace

Personnel Committee.

Chief, Extension Librarian and Branch Librarian, Cross Lanes Library. Mr. Snyder, Chairman, submitted the applications of Miss Marilyn Long for the position of Chief, Extension Librarian to succeed Mr. Robert Willits, whose resignation becomes effective January 31, 1976, and Mr. James Yatsko, Branch Librarian of the Cross Lanes Library respectively. He presented a brief review of their educational and professional qualifications. Following discussion and upon motion by Mr. Snyder, seconded by Mr. Jacobson, it was unanimously

RESOLVED, That Marilyn Long be appointed Chief, Extension Librarian, beginning February 1, 1976 at an annual salary of $11,160.00; and

RESOLVED FURTHER, That Mr. James Yatsko be employed as Branch Librarian of the Cross Lanes Library beginning January 1, 1976 at an annual salary of $8,100.00

Motion carried.

Maintenance Mechanic. Mr. Snyder reported that it was essential to create a new position on the staff - that of Maintenance Mechanic. Kanawha County Public Library, he stated, included buildings sited in Charleston, St. Albans and Cross Lanes with the expectation that others would be added. It is in the interest of good maintenance management, he said, to have a knowledgeable and talented mechanic.

Mr. Snyder submitted the application of Robert Henson who previously served as messenger. Following discussion, upon motion by Mr. Snyder, seconded by Mr. Kuhns, it was unanimously

RESOLVED, That Robert Henson be employed as Maintenance Mechanic effective January 1, 1976 at an annual salary of $9,000.00.

Motion carried.

UNFINISHED BUSINESS

Proposed Committee Assignments. Copies of the "Proposed Committee Assignments" were distributed previously by mail and again to members present. The President invited board members to indicate their preferences for assignments to standing committees. After discussion, it was moved by Mr. Kuhns, seconded by Dr. Wallace and unanimously

RESOLVED, That the "Proposed Committee Assignments" as submitted by the President and Director be approved and that a copy be filed with the minutes of this meeting.

Motion carried.

Carpeting Bids. The Library Director reported that bids have been received for carpet installation in Charleston and in Cross Lanes. No recommendation on the Charleston installation and re-carpeting is possible at this time.

The Board authorized the President to sign an agreement of purchase and installation of carpeting at the Cross Lanes Branch Library. After discussion, upon motion by Mr. Snyder, seconded by Mr. Kuhns, it was unanimously

RESOLVED, That the bid for carpet purchase and installation be awarded to Arrow Rug Company at a sum of $1,491.10.

Motion carried.

There being no further business, the meeting on motion adjourned at 3:00 p.m.

L.K. Lowenstein
President

Nicholas Winnick
Secretary

BOARD OF DIRECTORS

KANAWHA COUNTY PUBLIC LIBRARY

STANDING COMMITTEES

1975/1976

Book Committee

Brown, Mrs. Hester, Chairman
Anderson, Mr. L. T.
Bowman, Mr. Forest J.
Maurice, Mr. John D.
Myerly, Mrs. Joyce
Riggleman, Dr. Leonard

Budget Committee

Springer, Mr. Donald F., Chairman
Anderson, Mr. L. T.
Jacobson, Mr. Bernard H.
Kuhns,Mr. Dewey E. S.
Smith, Mrs. Helen
Snyder, Mr. Walter F.
Wallace, Dr. William J. L.

Building and Grounds Committee

Snyder, Mr. Walter F., Chairman
Bowman, Mr. Forest J.
Kleeman, Mr. Sydney M.
Maurice, Mr. John D.
Myerly, Mrs. Joyce

Community Service Committee

Bowman, Mr. Forest J., Chairman
Anderson, Mr. L. T.
Harper, Dr. O. M.
Myerly, Mrs. Joyce
Ray, Mr. John L.
Smith, Mrs. Helen
Springer, Mr. Donald F.
Tompkins, Mrs. Pauline
Wallace, Dr. William J. L.

Finance Committee

Jacobson, Mr. Bernard H., Chairman
Brown, Mrs. Hester
Kleeman, Mr. Sydney M.
Kuhns, Mr. Dewey E. S.
Ray, Mr. John L.

Gifts, Bequests and Endowment

Anderson, Mrs. Margaret, Chairman
Brown, Mrs. Hester
Harper, Dr. O. M.
Kuhns, Mr. Dewey E. S.
Riggleman, Dr. Leonard
Tompkins, Mrs. Pauline

Insurance Committee

Kleeman, Mr. Sydney M., Chairman
Anderson, Mrs. Margaret
Harper, Dr. O. M.
Jacobson, Mr. Bernard H.
Ray, Mr. John L.

Long Range Planning Committee

Smith, Mrs. Helen, Chairman
Maurice, Mr. John D.
Snyder, Mr. Walter F.
Tompkins, Mrs. Pauline
Wallace, Dr. William J. L.

Personnel Committee

Snyder, Mr. Walter F., Chairman
Anderson, Mrs. Margaret
Riggleman, Dr. Leonard
Springer, Mr. Donald F.

BOARD OF DIRECTORS

KANAWHA COUNTY PUBLIC LIBRARY

COMMITTEE ASSIGNMENTS

1975/1976

Name	No. of Committees	Committee Assignments
Anderson, L. T.	3	Book - Budget - Service
Anderson, Mrs. Margaret	3	Gifts - Insurance - Personnel
Bowman	3	Book - Building & Grounds - Service
Brown	3	Book - Finance - Gifts
Harper	3	Gifts - Insurance - Service
Jacobson	3	Budget - Finance - Insurance
Kleeman	3	Building & Grounds - Finance - Insurance
Kuhns	3	Budget - Finance - Gifts
Lovenstein		All committees
Maurice	3	Book - Building & Grounds - Long Range
Myerly	3	Book - Building & Grounds - Service
Ray	3	Finance - Insurance - Service
Riggleman	3	Book - Gifts - Personnel
Smith	3	Budget - Long Range - Service
Snyder	4	Budget - Building & Grounds - Long Range - Personnel
Springer	3	Budget - Personnel - Service
Tompkins	3	Gifts - Long Range - Service
Wallace	3	Budget - Long Range - Service

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

FEBRUARY 4, 1976

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on February 4, 1976 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Anderson
Mrs. Anderson
Mr. Bowman
Mrs. Brown
Dr. Harper
Mr. Jacobson
Mr. Kuhns
Mrs. Myerly
Mr. Ray
Mr. Springer
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

Correspondence. The Library Director reported receipt of a West Virginia Library Commission letter, January 22, 1976, approving Special Project grants submitted previously by Kanawha County Public Library. Please see Library Board minutes of January 7, 1976. Funds of $17,000 are to be expended for the purchase of items as listed below:

Supplement Extension Department book collection	$10,000
Periodicals on Microfilm	2,000
Preservation of local history material	1,000
Framed Art Reproduction	4,000
Total	$17,000

The minutes of the January 7, 1976 meeting were approved.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of January, 1976. Comments and discussion included the following:

1. Cross Lanes Instant Library was first opened to the public on Tuesday, January 27, 1976 at 12 noon. Mr. Lovenstein, Mrs. Simmons, several members of the local board, staff and Library Director were present. The date and time for an official dedication has not been established, yet. Some continuing uncertainties remain.

2. Legislators' Appreciation Day has been set for Sunday, February 22, 1976 in The John V. Ray Room from 2:00 p.m. to 4:00 p.m. Board members and librarians from Dunbar, Nitro and South Charleston have agreed to join with us.

Approval of Bills. The Library Director submitted Book Bills List No. 224 ($12,844.06) and General Bills List No. 224 ($6,763.67) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mrs. Anderson and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 223 ($132.00) duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mr. Kuhns, and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Community Service Committee. Mr. Bowman, Chairman, reported that the committee met on Wednesday, January 28, 1976 at 1:30 p.m. with the Library Director and Mr. Stern to consider a long-range library plan for the future. Copies of the plan, he said, were mailed previously to members

of the Library Board. Additional copies were distributed to members present. Following discussion, it was agreed that "Part IV - EXPANSION OF FACILITIES" be prepared and submitted for evaluation to the Library Board at its next regular meeting scheduled to be held on Wednesday, March 3, 1976. A copy of the proposed Planning for the Future: Long Range View is attached to the minutes of this meeting.

Budget Committee. The Library Director and Miss Ammar were excused from the meeting. Mr. Springer, Chairman, reported and submitted a proposed budget for the fiscal year 1976/1977. Copies were mailed previously to the Library Board and distributed again to the members present. Following an explanation of the document and discussion, upon motion by Mr. Springer, seconded by Mr. Kuhns, it was moved that the Budget for 1976/1977 be adopted as submitted. Afterwards, a vote was taken and the motion carried.

Transmittal of Budget to the Board of Education of the County of Kanawha, City of Charleston and County Court of Kanawha County. Mr. Springer moved that the following resolution be adopted:

> RESOLVED, That a copy, duly certified by the Director, of the budget of Kanawha County Public Library for the fiscal year beginning July 1, 1976, which has been approved and adopted by the Library Board, be transmitted to the Board of Education of the County of Kanawha by a proper letter signed by the President; and,
>
> RESOLVED FURTHER, That the President of Kanawha County Public Library be authorized and directed, in the said letter transmitting the budget to request the Board of Education of the County of Kanawha to lay a levy, in accordance with Section 5 of Chapter 178 of the Acts of West Virginia Legislature, 1957, which will produce its proper share of the total amount required for the support, maintenance and operation of the public library as shown in the said budget; and,

RESOLVED FURTHER, That the officers of the Library Board and the Director be authorized and directed to sign such other papers, and to perform such acts, as may be necessary to effect the proper laying of the said levy by the Board of Education of the County of Kanawha, authorized by the said statute, in order to provide for the support, maintenance and operation of Kanawha County Public Library.

The motion was seconded by Mr. Kuhns, and upon a vote being taken, the motion carried unanimously.

Mr. Springer moved that the following resolution be adopted:

RESOLVED, That a copy, duly certified by the Director, of the budget of Kanawha County Public Library for the fiscal year beginning July 1, 1976, which has been approved and adopted by the Library Board, be transmitted to the Mayor and Council of the City of Charleston by a proper letter signed by the President; and,

RESOLVED FURTHER, That the President of Kanawha County Public Library be authorized and directed, in the said letter transmitting the budget to request the City of Charleston to lay a levy, in accordance with Section 5 of Chapter 178 of the Acts of West Virginia Legislature, 1957, which will produce its proper share of the total amount required for the support, maintenance and operation of the public library as shown in the said budget; and,

RESOLVED FURTHER, That the officers of the Library Board and the Director be authorized and directed to sign such other papers, and to perform such acts, as may be necessary to effect the proper laying of the said levy by the City of Charleston, authorized by the said statute, in order to provide for the support, maintenance and operation of Kanawha County Public Library.

The motion was seconded by Mr. Kuhns, and upon a vote being taken, the motion carried unanimously.

Mr. Springer moved that the following resolution be adopted:

> RESOLVED, That a copy, duly certified by the Director, of the budget of Kanawha County Public Library for the fiscal year beginning July 1, 1976, which has been approved and adopted by the Library Board, be transmitted to the County Court of Kanawha County by a proper letter signed by the President; and,
>
> RESOLVED FURTHER, That the President of Kanawha County Public Library be authorized and directed, in the said letter transmitting the budget to request the County Court of Kanawha County to lay a levy, in accordance with Section 5 of Chapter 178 of the Acts of West Virginia Legislature, 1957, which will produce its proper share of the total amount required for the support, maintenance and operation of the public library as shown in the said budget; and,
>
> RESOLVED FURTHER, That the officers of the Library Board and the Director be authorized and directed to sign such other papers, and to perform such acts, as may be necessary to effect the proper laying of the said levy by the County Court of Kanawha County, authorized by the said statute, in order to provide for the support, maintenance and operation of Kanawha County Public Library.

The motion was seconded by Mr. Kuhns, and upon a vote being taken, the motion carried unanimously.

Personnel Committee.

Chief, Processing Librarian. In the absence of Mr. Snyder, Chairman, the Library Director submitted the application of Mrs. Shirley Smith for the position of Chief, Processing Librarian to succeed Mrs. Annie Liu, whose resignation becomes effective February 29, 1976. He presented a brief review of Mrs. Smith's educational and professional qualifications. Mrs. Smith has been a member of the staff since September 1, 1973. Following

discussion and upon motion by Mr. Springer, seconded by Mr. Bowman, it was unanimously

RESOLVED, That Mrs. Shirley Smith be appointed Chief, Processing Librarian, beginning March 1, 1976 at an annual salary of $11,160.00.

Motion carried.

Book Committee. Mrs. Brown, Chairman, and the Library Director reported on the Linda J. Hoal and Monica Hudson letters which appeared in The Point of View, Charleston Daily Mail on Friday, January 9, 1976 and on Tuesday, January 20, 1976. Copies of both letters were mailed previously to members of the Library Board. There was discussion afterwards.

NEW BUSINESS

William A. Bradford, Jr., Memorial Library Fund. Mr. Ray reported that Kanawha County Public Library was in receipt of a letter dated January 26, 1976 from Susan B. DeVan, Assistant Trust Officer, Kanawha Valley Bank, N.A. Copies of the letter were mailed previously to members of the Library Board.

After a thorough discussion of the request of Miss Susan B. DeVan, Assistant Trust Officer, Kanawha Valley Bank, N.A., Trustee of the William A. Bradford, Jr. estate, it was moved by Mr. Jacobson, seconded by Mrs. Anderson, that Mr. Ray explore the various alternatives based on the offer of Joseph Orlandi and to report back to the Library Board on March 3, 1976 outlining the various possibilities of the option offered by Mr. Orlandi. Mr. Ray was authorized to make limited expenditures in the preparation of the report for such items as deeds, maps and appraisal as he deems necessary in estimating the approximate value of the property. Motion carried.

Carpet Bids. The Library Director reported that bids have been received to replace worn carpeting at the Capitol Street entrance and to re-install some of the used carpeting in several small offices.

The Library Board authorized the President to sign an agreement of purchase and installation. After discussion, upon motion by Mr. Kuhns, seconded by Mrs. Anderson, it was unanimously

> RESOLVED, That the bid for carpet purchase and installation be awarded to Clendenin Lumber and Supply at a sum of $1,679.64.

Motion carried.

There being no further business, the meeting on motion adjourned at 3:00 p.m.

L.K. Lowenstein
President

Nicholas Winowich
Secretary

KANAWHA COUNTY PUBLIC LIBRARY

Planning for the Future; A Long Range View

I. INTRODUCTION

The most important purpose of a long range planning document is to encourage the coherent development of efficient library service, responsive to community needs, by providing the Library Board and Library management with realistically articulated goals and objectives.

Long range planning is not a detailed blueprint for the future but rather a listing of preferred directions. In addition to general Directions, some specific objectives will be recommended to the Board for implementation within the ten-year time span envisaged in this document.

Another purpose is to provide a reference document useful to Library management in making day-to-day operating decisions and useful to the Board as a checkpoint in reaching specific policy decisions.

In a few instances, questions are raised which the Board ought to consider carefully but to which no answers are suggested nor recommendations made. These questions cover matters at the very highest policy level.

II. LIBRARY BOARD OF DIRECTORS

The Library Board of Directors, as the manager of change, continues the responsibility of setting directions and goals and of establishing policies and priorities which guide, control and channel the conduct of the Library's day-to-day operations under the management of the Library Director.

That each branch shall have its own Advisory Board of Directors charged with the responsibility of interpreting the library needs of the local community to the Kanawha County Public Library Board.

III. INSTITUTION'S GOALS AND OBJECTIVES

A. General

Kanawha County Public Library reaffirms its commitment to the Library Bill of Rights. Kanawha County Public Library reaffirms its policy of controlling access by children to adult materials. The policy of separate borrowers' cards for children and for adults is to be continued.

B. Services and Programs

Kanawha County Public Library as Kanawha County's public library system has the responsibility of delivering quality library service on a county-wide basis to the broadest spectrum of the population within the limits of its resources - money, materials, facilities and people. "Quality library service" implies that a thing worth doing is worth doing well or not doing it at all. New services and programs that cannot be adequately funded nor provided with qualified personnel and appropriate materials are to be avoided.

Kanawha County Public Library recognizes a special obligation to support and supplement the elementary schools of the County - public and private - through schoolroom deposit collections and Mobilibrary service.

Kanawha County Public Library encourages the expansion of its Reference Department service to include the broader aspects of local community informational needs.

Special projects conducted jointly by Kanawha County Public Library and other agencies is encouraged. The circulation of library materials under such projects must be under the direct supervision of the library.

It is recommended that the Board continues its commitment to Mobilibrary service as the designated means of reaching outlying unserved areas of the County.

C. Materials

It is recommended that 450,000 volumes be set as the collection target size for the entire system to be reached by the fiscal year 1985/86.

To reduce substantially the theft of books, it is recommended that installation of a book-detection security system be seriously considered by the fiscal year 1977/78.

The acquisition of local history materials is to be further encouraged.

To broaden services to high school students and young adults the development of library materials dealing with career guidance and job skill enhancement is to be further encouraged.

It is recommended that installation of an automated circulation system be explored.

D. Staff

It is recommended that the Board continue the policy of matching the Kanawha County Board of Education as to fringe benefits - medical coverage, vacations, etc. - as closely as possible.

It is recommended that the Board continue the policy of hiring professional librarians who have graduated from a library school accredited by the American Library Association.

Sub-professional librarians should be college graduates.

There shall be a specified probationary period for all hirings and promotions of ninety (90) days.

Heads of small branches - one-room instant libraries or smaller - should be sub-professionals.

It is recommended that the Board formally adopt a systematic approach to pay scales to accompany the existing position classification plan.

It is recommended that the Board formally approve in advance of hiring or promotion only the following positions: Director, Assistant to Director, Department Chiefs, and Heads of larger Branches. The Board should authorize the Director to hire all other staff to fill budgeted vacancies subject to Board approval.

It is recommended that the Board encourage in-service training to upgrade job skills at all staff levels by regularly budgeting modest sums for this purpose.

The use of library workers made available through governmentally-funded programs is to be encouraged. The use of such workers should be discontinued or decreased when, in the judgment of the Director, the quality of library service is adversely affected.

IV. EXPANSION OF FACILITIES

Relations and Affiliates

Upon incorporation of Dunbar Public Library, into Kanawha County Public Library, Nitro will be the only remaining affiliate. There will continue to be special relationships with South Charleston, American Heritage Library (Clendenin) and such other libraries as the Library Board may choose to consider.

Any application for branch status by an affiliate should be subject to the same criteria used in considering new branches.

Approved at the October 6, 1976 Board Meeting

BUDGET 1976/1977
KANAWHA COUNTY PUBLIC LIBRARY

OPERATING AND MAINTENANCE EXPENSES		
Salaries		
Professional	$269,003	
Non-Professional	279,031	
Substitutes	7,800	
	$555,834	
Books		
Books	$ 85,996	
Binding	4,100	
Periodicals	11,900	
	$101,996	
Other Expenses		
Salaries	$ 37,547	
Building Supplies	3,800	
Insurance	15,900	
Miscellaneous	7,225	
Office and Library Supplies	20,800	
Repairs and Maintenance	5,530	
Service Contracts	9,106	
Social Security	31,124	
Travel	2,200	
Utilities	48,876	
Vehicles - Repairs and Expenses	9,600	
Workmen's Compensation	623	
	$192,331	
TOTAL OPERATING AND MAINTENANCE EXPENSES		$850,161
OTHER CAPITAL SUPPORT		
Building Purchase Contract		30,730
TOTAL BUDGET		$880,891

Receipts

Board of Education	$323,854	
County Court	323,854	
City of Charleston	118,683	
Grant-In-Aid	65,000	
St. Albans	11,500	
Cross Lanes	2,500	
Elk Valley	3,500	
Miscellaneous	17,000	
Balance with Sheriff	15,000	
TOTAL RECEIPTS		$880,891

KANAWHA COUNTY PUBLIC LIBRARY

Salary Budget 1976/1977

Position	Employee	Monthly Salary	Annual Salary
Director	Nicholas Winowich	$2,114.66	$ 25,376
Adult Services Coordinator/ Assistant to Director	Joel Stern	1,282.50	15,390
Chief Children's Librarian	Helen Thomas	1,056.83	12,682
Chief Circulation Librarian	Ruth Figgatt	1,228.50	14,742
Chief Extension Librarian	Marilyn Long	930.00	11,160
Chief Processing Librarian	Annie Liu	1,066.83	12,802
Chief Reference Librarian	Frances Gerard	1,128.83	13,546
Children's Librarian	Sue Williams	842.50	10,110
Processing Librarian	Claudia Benton	867.83	10,414
Circulation Librarian	Zetta Walker	938.33	11,260
Circulation Librarian	To be appointed	822.50	9,870
Circulation Librarian	Shirley Smith	938.33	11,260
Extension Librarian	Christopher Hartmann	822.50	9,870
Extension Librarian	Evelyn Coskey	1,059.08	12,709
Home Bound Librarian	Thomas Wrenn	822.50	9,870
Branch Librarian, SA	Helen Miller	1,228.50	14,742
Children's Librarian, Branch, SA	To be appointed	775.00	9,300
Branch Librarian, CL	James Yatsko	742.50	8,910
Preparation Librarian	Brian Faust	822.50	9,870
Branch Librarian, EV (6 months)	To be appointed	895.00	5,370
Reference Librarian	June Martin	1,075.00	12,900
Reference Librarian	Gretchen Schwinger	1,029.16	12,350
Temporary Librarians		Hourly	7,800
Sunday Services		Hourly	4,500
			$276,803

Non-Professional Staff

Position	Employee	Monthly Salary	Annual Salary
Administrative Assistant	Lorena Ammar	990.25	11,883
Library Associate, Acquisition	Mae Thomas	750.16	9,002
Library Associate, Branch, SA	Henrietta Kidd	731.41	8,777
Library Associate, Branch, SA	Martha Moran	731.41	8,777
Junior Clerk, Branch, SA	Victoria Price	477.50	5,730
Junior Clerk, Branch, SA	Diana Reed	457.50	5,490
Special Clerk, Branch, CL	Eugena Karson	540.83	6,490
Senior Clerk, Branch, EV (6 months)	To be appointed	455.00	2,730
Junior Clerk, Branch, EV (6 months)	To be appointed	400.00	2,400
Special Clerk, Office	Virginia Banning	577.50	6,930
Special Clerk, Office	Lura Bridget Herndon	491.50	5,898
Special Clerk, Extension	Franca Martin	627.50	7,530
Junior Clerk, Extension	Janet Lambert	497.50	5,970
Junior Clerk, Extension	Catherine Rabel	442.50	5,310
Junior Clerk, Extension	Vicky Townsend	442.50	5,310
Junior Clerk, Extension	Mary Lee	515.00	6,180
Senior Clerk, Extension	Jay Pauley	468.50	5,622
Junior Clerk, Processing	Kathy Hughes	457.50	5,490
Junior Clerk, Processing	Kathy Brown	457.50	5,490
Senior Clerk, Processing	Mary Mullins	462.50	5,550
Junior Clerk, Processing	Pamela Anderson	442.50	5,310
Junior Clerk, Processing	Sandra Trimble	507.83	6,094
Senior Clerk, Processing	Patricia Whitlock	580.00	6,960
Special Clerk, Circulation	Cortez Johnson	627.50	7,530
Junior Clerk, Circulation	To be appointed	442.50	5,310
Junior Clerk, Circulation	Nancy Pennington	442.50	5,310

Position	Employee	Monthly Salary	Annual Salary
Junior Clerk, Circulation	Mary Jo Jackson	507.83	6,094
Junior Clerk, Circulation	Sara Meadows	523.66	6,284
Junior Clerk, Circulation	Nova Casto	477.50	5,730
Junior Clerk, Circulation	Laura Ball	457.50	5,490
Special Clerk, Boys and Girls	Betty Jane Harper	627.50	7,530
Junior Clerk, Boys and Girls	To be appointed	457.50	5,490
Junior Clerk, Boys and Girls	Karen White	457.50	5,490
Senior Clerk, Reference	Onalee Arcuri	502.50	6,030
Maintenance Mechanic	Robert Henson	822.50	9,870
Mobilibrary Driver	Ronald Finney	662.50	7,950
Sunday Services		Hourly	5,000
Pages and Library Aides		Hourly	45,000
			$279,031

Books

Books	
Boys and Girls	$ 9,000
Circulation	30,086
Cross Lanes	4,800
Extension	20,000
Reference	10,000
St. Albans Branch	5,000
Elk Valley	3,410
	$82,296
Audio-Visual	$ 3,400
Binding	4,100
Periodicals	11,900
Postage	300
	$19,700
Total	$101,996

Salaries - Building

Position	Employee	Monthly Salary	Annual Salary
Building Superintendent	James L. Thomas	$1,018.00	$12,216
Custodian	Joseph Harrison	471.50	5,658
Custodian	To be appointed	442.50	5,310
Custodian	James George	471.50	5,658
Custodian, Branch, SA	Michael Eakle	471.50	5,658
Janitress (Part-time)	Miriam Skiles	Hourly	3,047
			$37,547

Building Supplies

Fluorescent tubes and incandescent lamps	$ 800
Wax, steel buffing pads, brooms, mops, soap, paper towels, tissues and other items	3,000
	$3,800

Insurance

Comprehensive Insurance Program	$ 5,400
West Virginia Public Employees Insurance	10,500
	$15,900

Miscellaneous

Legal advertising	$ 375
Audit	1,500
Refunds on lost books - paid	350
Security Officers/College Work Study	4,000
Petty Cash Disbursements	1,000
	$7,225

Office and Library Supplies

Office Supplies	
Masters, inks, pencils, paper, stationery, printed forms and other supplies	$ 4,300
Library Supplies	
Catalog cards, book pockets, book cards, mending supplies, identification cards, plastic book bags and other supplies	12,000
Postage	
Postal cards, stamped envelopes and stamps	4,500
	$20,800

Repairs and Maintenance

General repairs and maintenance	$5,530

Service Contracts

Office Machines	$2,940
Property Protection Company recharging on fire extinguishers	75
Elevators (3)	4,991
Fire Alarm System	400
Air Conditioning	700
	$9,106

Social Security

Contribution on earnings up to $14,100	$31,124

Travel

Director and staff members to attend West Virginia Library Association Fall Meeting/Huntington, West Virginia	$ 500
Director to attend American Library Association Midwinter Meeting/ Chicago, Illinois	500
Director and two staff members to attend American Library Association annual Summer Meeting/Detroit, Michigan	1,200
	$2,200

Utilities

Electricity	$32,120
Fire Service Fee, Charleston	4,100
Gas	4,556
Sewerage	700
Telephone	5,400
Water	2,000
	$48,876

Vehicles - Repairs and Expense

Gasoline, oil and lubrication for Mobilibrary and truck	$2,500
Washing and waxing Mobilibrary and truck	100
Mobilibrary and truck - maintenance and repair	7,000
	$9,600

Workman's Compensation

Amount based on Class P-7 (all employees except building staff and Mobilibrary drivers) at 7¢ per $100	$354
Amount based on Class K-4 employees (building staff) at 40¢ per $100	150
Amount based on Class G-11 employees (Mobilibrary drivers) at $1.50 per $100	119
	$623

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

MARCH 3, 1976

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on March 3, 1976 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mrs. Anderson
Mr. Bowman
Mrs. Brown
Mr. Jacobson
Mr. Kuhns
Mrs. Myerly
Mr. Ray
Dr. Riggleman
Mrs. Smith
Dr. Wallace

Mr. Stern, Services Librarian and Assistant to Director, was also present.

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the February 4, 1976 meeting were approved.

Communications. The Library Director reported that the Library was in receipt of a letter dated February 20, 1976 from Frederic J. Glazer to James R. Ryan, Chairman, Alum Creek Bicentennial Commission. The letter reads as follows:

"February 20, 1976

"Mr. James R. Ryan, Chairman
Alum Creek Bicentennial Commission
Route 2, Box 4
Alum Creek, West Virginia 25003

"Dear Mr. Ryan:

"Your interest in establishing a library for the Alum Creek area is certainly a worthy project, not only for the Bicentennial, but for your community anytime.

"Since you are a part of the Kanawha County Public Library Service area, your expression of interest should be sent to Mr. Nicholas Winowich, Director, Kanawha County Public Library, 123 Capitol Street, Charleston, West Virginia 25301, and by copy of this letter I am advising him of our correspondence. I would think that your area would benefit most from our Instant Library Program, and I am certain that Mr. Winowich will discuss this possibility with you.

"Best wishes as you continue to pursue full time library service for your area of the County.

"Sincerely,

/s/ Frederic J. Glazer
Frederic J. Glazer
Director

"FJG/jb

"cc: Mr. Nicholas Winowich, Director
Kanawha County Public Library"

The Library Director also read a letter received from Mr. Ryan, dated February 26, 1976 which was addressed to the Kanawha County Public Library. It reads as follows:

"February 26, 1976

"Mr. Nicholas Winowich, Director
Kanawha County Public Library
Charleston, West Virginia

"Dear Mr. Winowich:

"The Alum Creek Bicentennial Commission, with the cooperation of the Alum Creek Lions Club, is interested in establishing a library for the Alum Creek area as a project for the

Bicentennial. We contacted Mr. Fred Glazer, Director of the West Virginia Library Commission, and he suggested we contact you.

"We are an unincorporated area of about 1500 people in Kanawha and Lincoln Counties. The closest libraries are Charleston and So. Charleston in Kanawha County, Hamlin in Lincoln County and Madison in Boone County.

"We need information as to ways of forming such a facility, ways of getting financial assistance and estimated costs.

"Thanking you in advance for your cooperation.

"Sincerely,

/s/ James R. Ryan
James R. Ryan
Chairman
Alum Creek Bicentennial Commission"

Mr. Ryan's letter was acknowledged by letter dated March 1, 1976. There was discussion. Afterwards, the Library Director was authorized to inform Mr. Ryan that his request was referred to the Community Services Committee which was in the process of developing criteria on establishing branches as a part of the Library's Long Range Goal.

The Library Director reported that an article appeared in The Charleston Gazette, February 24, 1976, stating that the Finance Committee, South Charleston City Council suggested

"The possibility of putting South Charleston Library into the County system of libraries...."

Subsequently, Richard Robb, Mayor, City of South Charleston, telephoned and reported the above. It was agreed that the President, South Charleston Public Library Board of Directors would by letter, communicate with Mr. Lovenstein, President, Kanawha County Public Library. Discussion followed.

Library Director's Monthly Report. The Library Director's Oral Report for the month of February was not given. However, it would be prepared and mailed to the members of the Library Board.

Approval of Bills. The Library Director submitted Book Bills List No. 225 ($16,240.57) and General Bills List No. 225 ($12,660.44) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mr. Kuhns and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 224 ($640.28) duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Dr. Wallace, and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Community Service Committee.

Dunbar Public Library. Mr. Bowman, Chairman, reported that a committee meeting was held on Tuesday, March 2, 1976 at 2:00 p.m. in the Board Room of the Library. Those attending were:

Mr. Bowman, Chairman
Mr. Anderson
Mr. Ray
Mrs. Smith
Dr. Wallace
Mr. Lovenstein, President
Mr. Winowich, Library Director
Mr. Stern, Services Librarian

Also present were members of the Dunbar Public Library, Board of Directors:

Mr. Herman Smith, President
Mrs. Martha Klein
Mr. Boone Maxwell
Mrs. Helen Smith

Mr. Rod Harless representing City of Dunbar

The purpose of the meeting was to consider a "Memorandum of Understanding." Viewpoints were exchanged at the committee meeting. Following considerable discussion, it was suggested that the Service Committee prepare criteria, during the next two weeks, on establishment of branch libraries.

Planning for the Future: Long Range View Report. Mr. Stern, Services Librarian and Assistant to Director, submitted a report on "Branch Expansion Planning for Kanawha County Public Library." Copies were mailed, previously, to each member of the Library Board. Following an oral presentation, discussion followed. Afterwards, upon motion by Mr. Kuhns, seconded by Dr. Wallace, it was moved that the report be referred to the Community Service Committee for the purpose of formulating guidelines or criteria in establishing branch libraries and that local support become an important factor. Motion carried.

Cross Lanes Branch Library Dedication. The Library Director reported that the dedication ceremony for the Cross Lanes Branch Library would be held on Tuesday, March 9, 1976 at one o'clock in the afternoon. Invitations were mailed to all Library Board members.

Elk Valley Construction Project. The Library Director presented a progress report on the Elk Valley Branch Library construction project. Preliminary drawings have been accepted. Final plans and specifications are complete. Bid opening date has been scheduled for Thursday, March 25, 1976 at 2:00 p.m. in the Library Board Room. Members were invited to attend. Discussion followed.

UNFINISHED BUSINESS

William A. Bradford, Jr. Memorial Library Fund. Mr. Ray reported, following a careful evaluation by a competent engineer, that the approximate

value of coal lands, owned in a small part by Kanawha County Public Library, were valued at $300.00 per acre. A previous offer of $100.00 was offered. Discussion followed. Afterwards, it was moved by Dr. Riggleman, seconded by Mr. Jacobson, that Mr. Ray be and is hereby authorized to negotiate with the prospective buyer at $300.00 an acre. Motion carried.

NEW BUSINESS

Library Board Membership. It was moved by Mr. Bowman, seconded by Mr. Jacobson that the following be nominated to be members of the Board of Directors of Kanawha County Public Library, to-wit: (i) Dr. O. M. Harper, for a term of six (6) years beginning July 1, 1976, (ii) Mr. John L. Ray, for a term of six (6) years beginning July 1, 1976, (iii) Mrs. Pauline Tompkins, for a term of six (6) years beginning July 1, 1976. The motion carried. The Library Director was instructed to report the said nominations to the Board of Education of the County of Kanawha with the request that the said nominees be duly appointed.

Public Library Support Amendment. Mr. Lovenstein reported on the proposed constitutional amendment and invited members of the Library Board to solicit support of the Kanawha County Senators and Delegates.

There being no further business, the meeting on motion adjourned at 3:00 p.m.

L. K. Lovenstein
President

Nicholas Winovich
Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

APRIL 7, 1976

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on April 7, 1976 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mrs. Anderson
Mr. Bowman
Mrs. Brown
Mr. Jacobson
Mr. Kuhns
Mrs. Myerly
Mr. Ray
Dr. Riggleman
Mrs. Smith
Mr. Snyder
Dr. Wallace

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the March 3, 1976 meeting were approved.

Communications. The Library Director reported that the President was in receipt of a letter from Mr. L. T. Anderson. It reads as follows:

"March 11, 1976

"Mr. L. K. Lovenstein
President
Board of Directors
Kanawha County Public Library
Charleston, W.Va.

"Dear Mr. Lovenstein:

"Please accept this letter of resignation from the library board of directors along with my sincere apologies for inconvenience it may cause.

"For some time I have been uncomfortably aware of an inability to separate my functions as newspaperman and board member or to persuade others that a distinction exists. On this ground alone it was a mistake for me to accept the offer of membership.

"Further, the day-by-day uncertainty of my work makes it extremely difficult for me to be present at many meetings or to give the job the attention it deserves. For instance, it is almost impossible for me to give even the beforehand notice of attendance requested by Miss Ammar.

"I recognize that an abrupt resignation may be an imposition, although, in my case, hardly a severe jolt. I will continue to be an enthusiastic patron and supporter of the library. When I can assist the library, please call upon me.

"Sincerely,

/s/ LTA

"Copy to Nicholas Winowich"

Following discussion, it was moved by Mr. Jacobson, seconded by Mrs. Anderson that Mr. L. T. Anderson's resignation be accepted with reluctance and regret and that the following resolution be spread upon the minutes of this meeting:

WHEREAS, L. T. Anderson has faithfully served the Kanawha County Public Library as a member of its Board of Directors for four years; and,

WHEREAS, L. T. Anderson has strengthened this Board and furthered the progress of this Library by his steadfast integrity and wise counsel; therefore,

BE IT RESOLVED, That we accept the resignation of L. T. Anderson with reluctance, regret and with a sense of personal loss; and

RESOLVED FURTHER, That the resolution be spread upon the minutes of this meeting for a permanent record and a copy be sent to Mr. Anderson.

Motion carried.

The Library Director also reported that the Library was in receipt of a letter from John F. Santrock, Superintendent of Schools. It reads as

follows:

"March 22, 1976

"Mr. Nicholas Winowich, Secretary
Kanawha County Public Library
123 Capitol Street
Charleston, West Virginia 25301

"Dear Mr. Winowich:

"At a regular meeting of the Kanawha County Board of Education on Thursday, March 18, 1976, your request to appoint the following three individuals to serve as members of the Kanawha County Public Library Board for a period of six years, beginning July 1, 1976, was approved unanimously:

Dr. O. M. Harper
Mr. John L. Ray
Mrs. Pauline Tompkins

"As Superintendent of Schools and also on behalf of the total membership of the Kanawha County Board of Education, I want to commend you for making such excellent choices for membership on the Library Board. We are well aware of the competencies and dedication of the above individuals and firmly believe they will all do an outstanding job.

"Sincerely yours,

/s/ John F. Santrock
John F. Santrock
Superintendent of Schools

"JFS/bje"

Upon motion of Mr. Snyder, seconded by Mr. Kuhns, it was moved that the letter be received and made part of the minutes.

It was also reported that the President had received a letter dated March 25, 1976 from Frederic J. Glazer, Director, West Virginia Library Commission. It was read by the Director. No action was taken.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of March, 1976. Included were the following:

1. Mr. Brian Faust, Circulation Librarian since July, 1975 resigned to become Acquisitions Librarian, King Faisal University Library in Saudi Arabia.

2. Mrs. Lillie Smith and Mrs. Florence Churchill were identified and recognized as outstanding volunteers at the Cross Lanes Branch Library.

3. Morris Harvey College and its Colloquium on the Quality of Life was granted permission to use the Library's Plaza on Saturday, May 1, 1976.

4. Miss Sara Mathewson was employed, Branch Librarian, Cross Lanes, effective March 16, 1976.

Approval of Bills. The Library Director submitted Book Bills List No. 226 ($9,089.80) and General Bills List No. 226 ($6,584.92) duly certified and approved in accordance with the Bylaws and on motion by Dr. Wallace, seconded by Mrs. Anderson and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 225 ($63.20) duly certified and approved in accordance with the Bylaws, and on motion by Dr. Wallace, seconded by Mrs. Anderson and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Community Service Committee. Mr. Bowman, Chairman, reviewed the Dunbar Public Library events and agreement proposals. Afterwards, Mr. Bowman moved that the Kanawha County Public Library enter into an agreement with the Dunbar Public Library whereby the Dunbar Public Library will be operated as a branch of the Kanawha County Public Library.

That any agreement entered into between the Kanawha County Public Library and the Dunbar Public Library relative to such arrangement shall include, but

not be limited to, the following provisions:

1. That, as a condition precedent to providing library service in the city of Dunbar, the Council of the City of Dunbar will make available to the Kanawha County Public Library for the operation of the branch library a sum which bears the same proportion to the total assessed valuation of property in Dunbar as the amount made available to the Kanawha County Public Library for library purposes by the Council of the City of Charleston bears to the total assessed valuation of property in Charleston; and

2. That if the Kanawha County Public Library shall, for any reason, discontinue library operations in the city of Dunbar, the ownership of any library building and land which may have been conveyed to the Kanawha County Public Library for the purposes of operating a branch library in Dunbar, shall revert to the Dunbar Public Library Board.

The motion was seconded by Dr. Wallace and Mr. Jacobson.

There was considerable discussion. Afterwards, a vote being taken, the motion was defeated. However, discussion continued. In a spirit of compromise and conciliation, it was moved by Mr. Kuhns, seconded by Dr. Riggleman that the reversionary clause be deleted from the deed transferring title to Kanawha; and instead, be inserted into the agreement. Motion passed. The President then called for a Special Meeting of the Kanawha County Public Library Board of Directors to be held on Wednesday, April 14, 1976 at 2:00 p.m. in the Board of Directors Room for the purpose of meeting with the Dunbar Public Library Board of Directors and achieving a mutually satisfactory agreement.

Elk Valley Branch Library. Mr. Lovenstein reported that a bid opening on the Elk Valley Branch Library Project was held on March 25, 1976 and the single bid far exceeded estimates. He added that new bids were being solicited through legal advertisement and that the second bid opening would be held on Tuesday, April 27, 1976 at 2:00 p.m. in the Library Board Room.

Personnel Committee. Mr. Snyder, Chairman, submitted the application of Ms. Kathleen Ann McEvoy for the position of Extension Librarian. He presented a brief review of her education, and professional qualifications. Following discussion and upon motion by Mr. Snyder, seconded by Mr. Jacobson, it was unanimously

RESOLVED, That Kathleen Ann McEvoy be appointed Extension Librarian beginning April 14, 1976 at an annual salary of $8,880.00.

Motion carried.

There being no further business, the meeting on motion adjourned.

L. K Lowenstein
President

Nicholas Winowich
Secretary

MINUTES OF A SPECIAL MEETING OF THE

BOARD OF DIRECTORS

HELD ON

APRIL 14, 1976

A special meeting of the Board of Directors of Kanawha County Public Library was held on Wednesday, April 14, 1976, at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mrs. Anderson
Mr. Bowman
Mrs. Brown
Mr. Kuhns
Mrs. Myerly
Mr. Ray
Dr. Riggleman
Mrs. Smith
Mr. Snyder
Mr. Springer
Dr. Wallace

Mr. Stern, Services Librarian and Assistant to Director.

Also present were members of the Dunbar Public Library, Board of Directors:

Mrs. Martha Klein
Mr. Boone Maxwell

Mayor Frank Leone of Dunbar
Mr. Rod Harless representing City of Dunbar

The President called the meeting to order and served as Chairman of the meeting. In the absence of Mr. Winowich, Miss Ammar served as Secretary.

The Chairman stated that the meeting had been called for the purpose of meeting with the Dunbar Public Library Board of Directors and discussing a memorandum of understanding.

The Secretary reported that a notice of meeting had been mailed in accordance with the Bylaws and that a quorum was present.

The President reported that he had received a letter and "Proposal to Kanawha County Public Library by Dunbar Public Library," dated April 9, 1976 from Mr. Herman Smith, President of the Dunbar Public Library Board. Copies were mailed to each library board member prior to the meeting.

Mr. Lovenstein reported that several meetings had taken place to discuss the Proposal. He stated that most of the problems had been somewhat solved with the exception of one problem which is the reversionary clause.

Mrs. Smith read the Proposal as presented by the Dunbar Library Board. It reads as follows:

Proposal to Kanawha County Public Library
by Dunbar Public Library

In order to provide for the operation of a branch library in Dunbar by Kanawha County Public Library, the following proposal is agreed to as certified by the officers of the Kanawha County Public Library, hereinafter sometimes referred to as "Kanawha", and as certified by the officers of the Dunbar Public Library, hereinafter sometimes referred to as "Dunbar":

(1) Dunbar will, at its cost, complete the construction of the proposed library building in Dunbar, West Virginia and install the equipment, furniture, and fixtures required for operating a branch library.

(2) Upon the completion of construction, Dunbar shall transfer title to the land, building, equipment, furniture, fixtures, and other property therein to Kanawha.

(3) Upon the transfer of said property, Kanawha will operate a branch library in Dunbar, which will provide library service to Dunbar and the area surrounding.

(4) Kanawha will have the full official authority and responsibility for the operation of the library, including the employment of personnel. However, Dunbar shall be afforded the opportunity to make recommendations on all aspects of operations, including the employment of personnel.

(5) The Dunbar Library Board will continue as a legal entity, serving as a library board of the City of Dunbar and as an Advisory Board to Kanawha.

(6) Dunbar will use its best efforts, through its City Council, to contribute and/or cause to be contributed to Kanawha for use in operating a branch library in Dunbar the sum of $15,000 per year for the ten years after Kanawha assumes the management and control thereof.

(7) At the end of each ten-year period, the members and officers of Kanawha and Dunbar will meet for an evaluation of No. 6 above to determine what changes in contribution, if any, are in order.

(8) After the expiration of the ten year period Kanawha will endeavor to furnish library service not less in quality than has theretofore been furnished; and in each year in which the Council of the City of Dunbar makes available to Kanawha for the operation of the branch library a sum which bears the same proportion to the total assessed valuation of property in Dunbar as the amount made available to Kanawha for library purposes by the Council of the City of Charleston bears to the total assessed valuation of property in Charleston, Kanawha will endeavor to furnish library service in Dunbar which is comparable to library service furnished in Charleston, to the extent that it is possible to do so by the reasonable and, in the opinion of Kanawha, the proper distribution of all the funds which Kanawha has available for all library purposes in that year.

(9) Any capital expenditures needed for additions or remodeling to the building in Dunbar will be made by Dunbar.

(10) If Kanawha shall, for any reason, discontinue library operations in the City of Dunbar, the ownership of the library building and the library land shall revert to Dunbar. This reversionary clause will be included in deed transferring title to Kanawha.

Respectfully submitted

_____

President of Kanawha County Public Library

_____

President of Dunbar Public Library

April 9, 1976

It was pointed out that paragraphs (7) and (8) of the Proposal of the Dunbar Public Library (herein "the Proposal") were inconsistent and by common consent it was agreed that paragraph (7) should be deleted.

There was considerable discussion about paragraph (10) of the Proposal which contains a reverter clause in favor of Dunbar. Mayor Leone and members of the Dunbar Public Library Board presented their reasons for retaining the clause in the Proposal. Mr. Ray pointed out that the existing agreement between the Kanawha County Public Library and the St. Albans Public Library contained no such reverter clause. After discussion, Dr. Riggleman moved that the Proposal as presented, with the exception of the last sentence in paragraph (10), be approved by the Kanawha County Public Library Board. Mrs. Brown seconded the motion. Discussion followed. Afterwards, Dr. Riggleman was excused and Mayor Leone and members of the Dunbar Public Library Board were also excused.

Mr. Snyder moved to amend the pending motion by striking out paragraph (10) and inserting in lieu thereof the following:

"If Kanawha shall, for any reason, discontinue library operations in the City of Dunbar, Kanawha will reconvey the Dunbar library building and land on which it is located to Dunbar."

Mr. Bowman seconded the motion. Upon a vote being taken, the motion carried. The original motion, as amended, then came on for consideration. Upon a vote being taken on the motion as amended, a majority of the members of the Board voted in favor of it.

The Chairman requested that Mr. Bowman and Mr. Ray meet with Mr. Robert Harvey, attorney for the City of Dunbar, and draft an agreement between Kanawha County Public Library and Dunbar Public Library incorporating therein the terms and provisions approved at this meeting. It was mutually agreed that a final draft of the agreement be mailed to each library board member and that the agreement be considered at the next regularly scheduled meeting of the Library Board on Wednesday, May 5, 1976.

William A. Bradford, Jr. Memorial Library Fund. The President called for unfinished business. Thereupon, Mr. Ray reported that Mr. Joseph Orlandi desires to secure an option to purchase the interest of the William A. Bradford, Jr. Trust in certain coal lands in Kanawha County for $300.00 per acre. After discussion, upon motion by Mr. Kuhns, seconded by Mr. Bowman, the Board approved the granting of an option by Kanawha Valley Bank, N.A., Trustee of the William A. Bradford, Jr. Trust to Mr. Joseph Orlandi to purchase the interest of the trust in certain lands in Kanawha County for $300.00 per acre.

The meeting adjourned at 3:30 o'clock p.m.

L. K. Lowenstein
President

Lorena Ammar
Acting Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

MAY 5, 1976

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on May 5, 1976 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mrs. Anderson
Mrs. Brown
Dr. Harper
Mr. Jacobson
Mr. Kuhns
Mrs. Myerly
Mr. Ray
Dr. Riggleman
Mrs. Smith
Mr. Snyder

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the Regular Meeting held on April 7, 1976 and the Special Meeting held on April 14, 1976 were approved.

Communications. The Library Director reported that the President was in receipt of a letter from Mrs. Virginia Simmons. It reads as follows:

"Dear Mr. Lovenstein,

"Thank you for your participation in the Grand Opening of the Cross Lanes Library.

"We are very pleased with our association with the Kanawha County Library."

"Sincerely,

/s/ Virginia Simmons
President"

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of April, 1976. Included were the following:

1. The Framed Art Reproduction and Sculpture Replica program made possible by a special grant of the West Virginia Library Commission.

2. The Library and its Catalog Department accepted delivery of an IBM Magnetic Tape Selectric Typewriter which gives us the capability of reproducing error-free catalog cards and original letters.

3. The Chesapeake and Potomac Telephone Company presented three handsome and functional cabinets to the Library which will be used to house the telephone and college catalog collections.

Approval of Bills. The Library Director submitted Book Bills List No. 227 ($13,460.73) and General Bills List No. 227 ($12,009.70) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mrs. Anderson and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 226 ($134.91) duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mr. Jacobson and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Community Service Committee.

Dunbar Public Library Project. In the absence of Mr. Bowman, Chairman, Mr. Ray reported that Mr. Bowman and he met with Mr. Robert Harvey,

Attorney for the City of Dunbar, on April 29, 1976 in the Board Room for the purpose of considering an agreement between Kanawha County Public Library and Dunbar Public Library. Mr. Harvey agreed to draft such a proposal. Subsequently, an agreement was given to the Library Director on May 4, 1976 which, in turn, was changed for purposes of consistency and minor corrections. It reads as follows:

> THIS AGREEMENT, Made this 5th day of May 1976, by and between Kanawha County Public Library, hereinafter called "Kanawha," and Dunbar Public Library, hereinafter called "Dunbar";
>
> WHEREAS, Dunbar intends to acquire certain real estate in the City of Dunbar, West Virginia, erect a structure thereon, install therein equipment, furniture and fixtures essential to operate a public library and convey the entire property to Kanawha;
>
> WHEREAS, upon receipt of said real estate, equipment, furniture and fixtures from Dunbar, Kanawha will operate the same as herein provided.
>
> NOW, THEREFORE, THIS AGREEMENT WITNESSETH:
>
> That for and in consideration of the premises above stated, Kanawha and Dunbar mutually covenant and agree as follows:
>
> 1. Dunbar will, at its cost, complete the construction of the proposed library building in the City of Dunbar, West Virginia, and install the equipment, furniture, and fixtures required for operating a branch library.
>
> 2. Upon the completion of construction, Dunbar shall transfer title to the land, building, equipment, furniture, fixtures, and other property therein to Kanawha.
>
> 3. Upon the transfer of said property, Kanawha will operate a branch library in Dunbar, which will provide library service to Dunbar and the area surrounding.
>
> 4. Kanawha will have the full official authority and responsibility for the operation of the library, including the employment of personnel. However, Dunbar shall be afforded the opportunity to make recommendations on all aspects of operations, including the employment of personnel.
>
> 5. Dunbar will continue as a legal entity, serving as a library board of the City of Dunbar and as an Advisory Board to Kanawha.

6. Dunbar will use its best efforts, through the Council of the City of Dunbar, West Virginia, to contribute and/or cause to be contributed to Kanawha for use in operating a branch library in the City of Dunbar, West Virginia, the sum of $15,000 per year for the ten years after Kanawha assumes the management and control thereof.

7. After the expiration of the ten year period Kanawha will endeavor to furnish library service not less in quality than has theretofore been furnished; and each year in which the Council of the City of Dunbar makes available to Kanawha for the operation of the branch library a sum which bears the same proportion to the total assessed valuation of property in Dunbar as the amount made available to Kanawha for library purposes by the Council of the City of Charleston bears to the total assessed valuation of property in Charleston, Kanawha will endeavor to furnish library service in Dunbar which is comparable to library service furnished in Charleston, to the extent that it is possible to do so by the reasonable and, in the opinion of Kanawha, the proper distribution of all the funds which Kanawha has available for all library purposes in that year.

8. Any capitol expenditures needed for additions or remodeling to the building in the City of Dunbar, West Virginia, will be made by Dunbar.

9. If for any reason other than damage or destruction of the Dunbar Library Building and the contents thereof by Act of God, fire, flood, or other casualty, Kanawha shall discontinue library operations in the City of Dunbar, West Virginia, Kanawha will reconvey and re-transfer to Dunbar all of the real estate, the building thereof, and the equipment, furniture and fixtures therein conveyed and transferred to Kanawha by Dunbar.

IN WITNESS WHEREOF, the parties hereto have caused their corporate names to be signed by their respective officers thereunto duly authorized, all as of the day and year first above written. Executed in duplicate.

Kanawha County Public Library

By_____
Its President

Dunbar Public Library

By_____
Its President

Discussion followed. Afterwards, Mr. Ray recommended that paragraph nine (9) be deleted and that new paragraph 9 and new paragraph 10 be inserted in lieu thereof:

> 9. If the Dunbar Library building and/or the contents thereof shall be damaged or destroyed by an Act of God, fire, flood or other casualty, Kanawha, at its option, may elect within six (6) months after such damage or destruction to repair or rebuild the building and/or the contents thereof. During said six (6) month period, and during the period in which the building and/or the contents thereof are being repaired or reconstructed if Kanawha elects to cause said work to be done, Kanawha shall not be deemed to have discontinued library operations within the meaning of paragraph (10).
>
> 10. If Kanawha shall discontinue library operations in the City of Dunbar, West Virginia, for any reason other than the damage or destruction of the Dunbar Library Building and/or the contents thereof as specified in paragraph (9) above, Kanawha will reconvey and retransfer unto Dunbar all of the real estate, the building thereon and the equipment, furniture and fixtures theretofore conveyed and transferred to Kanawha by Dunbar.

After discussion, upon motion by Mr. Kuhns, seconded by Mrs. Anderson, it was unanimously

> RESOLVED, That the Library Board approve the revised agreement between Kanawha County Public Library and the Dunbar Public Library dated May 5, 1976 and that the President is hereby authorized to sign said agreement.

Elk Valley Library Project. Mr. Lovenstein reported that the second bid opening was held on Tuesday, April 27, 1976 at 2:00 p.m. in the Library Board Room. W. A. Abbitt of Charleston, West Virginia submitted a bid for $128,821. The bid was in excess of available funds. A meeting was held later. The following persons attended:

> Mr. Lovenstein
> Mr. Smith, President, Elk Valley Library Board
> Mr. King, Architect
> Mr. Winowich

It was suggested and it was agreed that a "turn-key" proposal of substantial savings be submitted to Kanawha County Commission and the West Virginia Library

Commission for their consideration and approval.

Mr. Lovenstein, Mr. Smith and the Library Director met with the three members of the Kanawha County Commission on Wednesday, April 28, 1976 and submitted the following proposal:

> The owner agreed to remodel the building in accordance with previously prepared and approved plans and specifications of the base bid and such additional work as could be accomplished within budget limitations. The estimated cost of $63,350 for the base bid and alternates one and two, does not include furniture, equipment, nor the cost of the present building and site.

Kanawha County Commission encouraged and agreed to the proposal. By letter of April 30, 1976, the West Virginia Library Commission was invited to extend similar approval.

Cross Lanes Branch Library. Mr. Lovenstein presented a financial report on the Cross Lanes Branch Library Construction Project. It reads as follows:

Expenditures To Date
April 30, 1976

INCOME

Kanawha County Commission (Revenue Sharing Funds)	$45,000.00

EXPENDITURES

Contractor	$35,865.00	
Site	547.20	
Kanawha County Public Library	16.00	
Arrow Rug Company	1,491.10	
West Virginia Seating Company	4,916.95	
Urban Engineering	1,080.75	
Charleston Newspaper	49.12	
Insurance	72.00	
Utilities	585.72	
Expenditures to Date		$44,623.84
Balance		$ 376.16

The balance of $376.16 will be used to pay utility costs for the period May 1, 1976-June 30, 1976.

Mr. Lovenstein presented the invoice submitted by Wilson and King, Architects, dated April 14, 1976 in the amount of $350.00 for architectural services on the Cross Lanes Branch Library construction project. Upon motion by Mr. Kuhns, seconded by Mr. Snyder, it was unanimously

RESOLVED, That the invoice as submitted by Wilson and King, Architects, for $350.00 be paid from Grant-In-Aid Funds.

Motion carried.

Personnel Committee. Mr. Snyder, Chairman, submitted the application of Ms. Luann Toth for the position of Circulation Librarian. He presented a brief review of her education, and professional qualifications. Following discussion and upon motion by Mr. Snyder, seconded by Mr. Kuhns, it was unanimously

RESOLVED, That Luann Toth be appointed Circulation Librarian beginning June 1, 1976 at an annual salary of $8,880.00.

Motion carried.

Budget Committee.

Purchase Agreement - Thirteenth Payment. In the absence of Mr. Springer the Library Director reported that the thirteenth of twenty payments of $31,736.56 (of which $8,052.56 is interest and $23,684.00 is for principal) is due and payable on June 1, 1976, to General Services Administration Region III. Following discussion, it was moved by Mr. Snyder, seconded by Mrs. Anderson that the said payment be made. Motion carried.

NEW BUSINESS

Library Board Memberships. The President appointed a Library Board Membership Committee consisting of Mr. Jacobson, Chairman, Mrs. Anderson and Mr. Kuhns to consider and recommend nominations for the Library Board of Directors to fill the unexpired vacancy created by the resignation of L. T. Anderson whose term expires June 30, 1978. Discussion followed.

There being no further business the meeting on motion adjourned.

L K Lowenstein
President

Nicholas Winowich
Secretary

MINUTES OF A MEETING OF THE

BOARD OF DIRECTORS

HELD ON

JUNE 2, 1976

The regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on June 2, 1976 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mrs. Anderson
Mr. Bowman
Mr. Jacobson
Mr. Kuhns
Dr. Riggleman
Mrs. Smith
Mr. Snyder
Mrs. Tompkins

Also present was Marilyn Long, Chief, Extension Librarian.

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The minutes of the May 5, 1976 meeting were approved.

The President welcomed Miss Long. The Library Director introduced Miss Long who talked about the Extension Department: its staff, services, patrons and practices. There was discussion afterwards.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of May, 1976. Included were the following:

1. The U. S. Department of Interior is expected to make a gift of 460 Geological Survey Maps, of West Virginia, in appreciation for the occasional use of the John V. Ray Room.

2. The Greater Kanawha Valley Foundation announced the creation of a Mr. and Mrs. Robert W. Lawson, Jr. Fund. Income will be

distributed at the discretion of the Foundation with particular attention to the needs of Kanawha County Public Library and two other institutions.

3. Kanawha County Public Library has been designated to receive as a gift from The Rockefeller Foundation the 100 phonograph record collection of American music. American music in all idioms and from all periods will be represented: folk, jazz, rock, country, western, musical theater, symphonic and chamber.

Awards and Honors. Mr. Lovenstein reported that Nicholas Winowich was awarded the Bethany College Annual Alumni Award for Distinguished Achievement in Community Service. Professor Young made the presentation at an honors dinner held at Bethany College on Saturday, May 22, 1976.

Approval of Bills. The Library Director submitted Book Bills List No. 228 ($22,184.62) and General Bills List No. 228 ($26,790.94) duly certified and approved in accordance with the Bylaws and on motion by Mr. Snyder, seconded by Mr. Jacobson and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 227 ($60.54) duly certified and approved in accordance with the Bylaws, and on motion by Mr. Snyder, seconded by Mrs. Anderson and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Community Service Committee.

Glasgow Proposal. A meeting of the committee was held on Wednesday afternoon, June 2, 1976 at 1:30 p.m. in the Board of Directors Room. Mrs. Tompkins, member, and Miss Long, Chief, Extension Librarian, reported for the committee and submitted a proposal for library service in

Glasgow, Kanawha County. Discussion included but was not limited to the following:

1. Building description. A new, one-level facility, nearly completed and partially occupied by municipal offices. An adjacent building, gymnasium, provides recreational opportunities.

2. Library space. A vacant room of nearly 600 square feet would be carpeted and was paneled and air conditioned. Library furniture and equipment would be required. A scale drawing and a three dimensional model were exhibited. One and perhaps two small adjacent rooms for storage and expansion purposes might be made available. A near-by room, used principally to serve refreshments during group gatherings may be available for library use.

3. Personnel services. A minimum staff of one librarian and one senior clerk would be required. Salary total of $13,500.00.

4. Furniture and equipment. Wall-shelving, circulation desk, tables (2), chairs (8), card catalog unit and magazine/newspaper stand are essential and estimated to cost $5,000.00.

5. Books. About 3,500 to 4,000 volumes consisting of adult and juvenile titles could be displayed in the space available. The estimated cost to provide books for the facility would be about $6,000.00.

6. Municipal commitment. The City of Glasgow would be expected to provide rent-free quarters, janitorial services, building supplies and maintenance, insurance and utilities (electricity, gas, water and sewerage).

7. The estimated cost of opening such a facility in Glasgow would be as follows:

a.	Personnel	$13,500.00
b.	Furniture and Equipment	5,000.00
c.	Books-Magazines, etc.	6,000.00
d.	Supplies	500.00
	Total	$25,000.00

The above funds would have to be pledged to the Kanawha County Public Library before any experimental or pilot operational library could be administered by the Kanawha

County Public Library, since the 1976-77 Library budget has already been approved and adopted.

Possible sources of funding to meet the above cost may be obtained from the following sources:

a. City of Glasgow

b. West Virginia Library Commission

c. Kanawha County Commission

1. Revenue Sharing Funds

2. Manpower Program Funds

d. Private donations

After a thorough discussion of the above, it was moved by Mr. Bowman, seconded by Mr. Kuhns, that Kanawha County Public Library operate a library in the town of Glasgow, Kanawha County, with qualified staff and appropriate materials, under terms of an agreement to be determined by the Library Board and the Mayor of Glasgow. This agreement shall remain in effect for a period not to exceed two years with the provision that Kanawha County Public Library will, at the end of the first year, study and evaluate the Glasgow operations (1) to recommend whether operations should be continued beyond the two-year agreement period, and (2) to determine if the formation of small libraries in other locations in the county should be encouraged. Additionally, the Glasgow library is to be funded out of State, County and local monies to the maximum extent possible rather than from statutory or appropriated funds. Finally, it shall be agreed that in view of this Glasgow commitment and previous commitments to library projects in Dunbar and Elk Valley, that a one-year moratorium is to be placed on possible new library locations at least until the Glasgow operations will have been evaluated. The motion carried.

Elk Valley Library. Mr. Lovenstein reviewed the project which had been reported previously. The Elk Valley Library Board, the

Kanawha County Commission and West Virginia Library Commission agreed with the turn-key proposal submitted by Mr. Smith, its President.

Dunbar Public Library. Mrs. Smith presented a progress report. Preliminary drawing would be made available for viewing at the July meeting of the Library Board.

St. Albans Branch Library. The Library Director reported on the financial statement prepared by the St. Albans Library and Recreation, Inc. for the year ending December 31, 1975. The kindness and generosity of the local board made possible the acquisition of materials and equipment and extension of services.

Budget Committee. In the absence of Mr. Springer, Chairman, the Library Director reported that $134,291.17 and other non-appropriated receipts were received by the Kanawha County Public Library in the 1975/1976 fiscal year. Copies of the "Amendments to Budget 1975/1976" was shown. The receipts and their expenditures are recorded as follows:

Receipts

Grant-In-Aid			
Basic Grant	$81,299.00		
Supplementary Grant	18,421.00		
Special Grant - KCPL (Stipend)	75.00		
Special Grant - KCPL	17,000.00		
Special Grant - Cross Lanes	8,000.00	$124,795.00	
St. Albans Branch Library		2,953.88	
Stewart Mott		100.00	
DeVan Gallaher		431.00	
Kanawha County Commission		1,050.15	
New York Graphic		22.75	
Book-of-the-Month - Fine Arts 260		68.01	
Appalachian Power		4,439.42	
West Virginia Water Company		430.96	
TOTAL RECEIPTS			$134,291.17

Expenditures

Account #1001 - Non-Professional Salaries	$	2,826.76
Account #1011 - Non-Professional Salaries-Sunday Services-KCPL		2,965.82

Account #1111 -	Professional Salaries-Sunday Services-KCPL	3,730.28
Account #1101 -	Professional Salaries	9,361.78
Account #1201 -	Substitute Salaries	2,461.43
Account #1005 -	Non-Professional Salaries-Sunday Services-St. Albans	1,839.21
Account #1105 -	Professional Salaries-Sunday Services-St. Albans	715.24
Account #1901 -	Art Lending Collection	4,095.34
Account #2001 -	Audio-Visual	4,493.10
Account #2200 -	Books	395.69
Account #2201 -	Books	35,447.24
Account #2301 -	Periodicals	10,411.76
Account #3001 -	Building Salaries	100.00
Account #3011 -	Building Salaries-Sunday Services-KCPL	613.81
Account #3051 -	Building Supplies	500.00
Account #3150 -	Furniture and Equipment	666.00
Account #3151 -	Furniture and Equipment	16,742.64
Account #3250 -	Insurance	87.00
Account #3251 -	Insurance	2,229.00
Account #3301 -	Membership	755.00
Account #3320 -	Miscellaneous	16.00
Account #3321 -	Miscellaneous	1,045.00
Account #3351 -	Office and Library Supplies	8,070.00
Account #3550 -	Social Security	1,438.90
Account #3375 -	Preservation of Local History Material	1,002.77
Account #3650 -	Utilities	9,343.80
Account #3701 -	Vehicles	412.00
Account #3750 -	Workmen's Compensation	148.00
Account #5500 -	Construction Account - Cross Lanes	350.00
Account #5800 -	Dunbar Public Library	2,681.23
Account #6000 -	Nitro Public Library	1,456.00
Account #6500 -	South Charleston Public Library	2,905.69
Account #3451 -	Repairs and Maintenance	3,700.00
Account #3601 -	Travel	1,284.68
	TOTAL EXPENDITURES	$134,291.17

After discussion and upon motion by Mr. Kuhns and seconded by Dr. Riggleman, it was moved that the Library's budget for the 1975/1976 fiscal year be amended to show non-appropriated receipts and their expenditures as listed above. Motion carried.

Unexpended Balance. Mr. Lovenstein reported that there may be an unexpended balance of approximately $10,000.00 in the 1975/1976 budget. Mr. Lovenstein suggested that the unexpended balance be invested with the

State Sinking Fund Commission for the purpose of accumulating interest and paying the library's obligation on the Library Building to the General Services Administration. After discussion, it was moved by Mr. Kuhns, seconded by Mr. Snyder and unanimously

> RESOLVED, That the unexpended balance remaining in the 1975/1976 Budget as of June 30, 1976 be invested with the State Sinking Fund.

Motion carried.

Outstanding Checks. The Library Director reported that Mr. Gary Swingle, of Arnett and Foster, reported that certain outstanding checks, issued in previous years, should be cancelled with the proviso that they may be reissued should valid claims arise. The checks to be cancelled are as follows:

Date	Payee	Check No.	Amount
3-16-73	National School Public Relations	403563	$ 18.90
8-3-73	Charles Miles	410045	8.62
11-16-73	Sharon Chase	404015	2.25
6-28-74	Disclosure Inc.	404901	3.29
6-28-74	Patricia Goodwin	304920	54.59
6-10-75	Thomas Office Supplies	411793	4,900.00
6-24-75	Three M. Company	411829	7,000.00
			$11,987.65

After discussion, it was moved by Mr. Kuhns, seconded by Mr. Snyder, that the Library Director authorize the Kanawha County Board of Education to request the State Tax Commissioner to cancel the outstanding checks listed above which appeared in the audit, with the proviso that a check may be reissued should a valid claim arise. Motion carried.

UNFINISHED BUSINESS

Library Board Membership Committee. Mr. Jacobson, Chairman, reported the Committee had considered recommendations for the Library Board of Directors to fill the unexpired vacancy created by the resignation of

Mr. L. T. Anderson whose term expires June 30, 1978. Mr. Jacobson presented the name of Mr. Arthur C. Fisher to fill the vacancy on the Board of Directors. After discussion and upon motion by Mr. Jacobson, seconded by Mrs. Anderson, the following resolution was adopted:

RESOLVED, That Mr. Arthur C. Fisher be nominated to fill the unexpired term of Mr. L. T. Anderson which ends June 30, 1978; and

RESOLVED FURTHER, That the said nomination be reported to the Board of Education of the County of Kanawha with the request that the said nominee be duly elected.

Motion carried.

NEW BUSINESS

Nominating Committee - Election of Officers. The President appointed a Nominating Committee consisting of Mr. Jacobson, Chairman, Mrs. Anderson, and Mr. Kuhns to consider and recommend nominations for the election of officers for 1976/1977.

Change of Annual Meeting Date. It was suggested that the date of the Annual Meeting be changed from July 2, 1976 to July 7, 1976 because of the July 4th holiday. Upon motion of Mr. Bowman, seconded by Mr. Snyder, it was unanimously

RESOLVED, That the date of the annual meeting be changed from July 2, 1976 to July 7, 1976, 2:00 p.m.

Motion carried.

American Library Association Annual Conference. Mr. Lovenstein reported that the Annual Conference of the American Library Association will be held in Chicago, Illinois, July 18-23, 1976. Upon motion by Mr. Snyder, and seconded by Mr. Kuhns, it was unanimously

RESOLVED, That the expenses for the Library Director and two staff members not to exceed $1,100.00 be paid for attendance at the American Library Association's Annual Conference July 18-23, 1976.

Motion carried.

Puppeteers of America. The Library Director reported that a meeting of the Puppeteers of America will be held at Conneticut College, in New London, Connecticut, June 13-18, 1976. He requested permission for Miss Sue Williams, Children's Librarian, St. Albans Branch Library, to attend. After discussion, upon motion of Mr. Snyder, seconded by Mrs. Anderson, it was unanimously

RESOLVED, That Miss Sue Williams be granted permission to attend the meeting of the Puppeteers of America to be held in New London, Connecticut, on June 13-18, 1976 and that her expenses not to exceed $200.00 total be paid.

Motion carried.

William A. Bradford, Jr. Trust. Mr. Lovenstein reported that the following letter was mailed to Kanawha Valley Bank, N. A., Trustee.

"June 2, 1976

"Kanawha Valley Bank, N. A., Trustee
Capitol and Lee Streets
Charleston, West Virginia 25301

William A. Bradford, Jr. Trust

"Gentlemen:

"This letter will confirm that the Board of Directors of Kanawha County Public Library has approved the proposed agreement dated June 1, 1976 between Kanawha Valley Bank, N. A. as Trustee and Joseph Orlandi, whereby Mr. Orlandi is granted an option for nine months with an extension of three months to purchase certain coal interests situate in Loudon and Cabin Creek Districts in Kanawha County, West Virginia."

"Very truly yours,

/s/ L. K. Lovenstein
L. K. Lovenstein
President
Kanawha County Library Board"

Library Steps and Plaza. Mr. Bowman and the Library Director reported on the crowd situation on the library steps, walls and plaza and of our search for a solution. A meeting was held on May 20, 1976 which was attended by representatives of the City Manager's office, Job Corps, Charleston Human Rights Commission and Library Board. A number of concerns and recommendations were made. Our expectations remain high and positive and hopefully proposals would be completed in time for consideration by the Library Board at its meeting to be held on July 7, 1976.

Litter Receptacles. Mr. Lovenstein reported that Ms. Stanley Loewenstein, Chairman, Downtown Litter Project, invited Kanawha County Public Library to purchase two receptacles at a cost of $150.00 each. Following discussion, it was moved by Mr. Jacobson, seconded by Mrs. Anderson, that the Library purchase two litter receptacles for the plaza for the sum of $300.00. Motion carried.

There being no further business, the meeting on motion adjourned.

L. K. Lovenstein
President

Nicholas Winnicki
Secretary

MINUTES OF ANNUAL MEETING OF THE

BOARD OF DIRECTORS

HELD ON

JULY 7, 1976

The Annual Meeting of the Board of Directors of the Kanawha County Public Library was held on Wednesday, July 7, 1976 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Lovenstein
Mr. Bowman
Mrs. Brown
Mr. Fisher
Dr. Harper
Mr. Jacobson
Mr. Maurice
Mrs. Myerly
Mr. Snyder
Mr. Springer

Also present was Mr. Joel Stern, Services Librarian and Assistant to Director.

The President welcomed Mr. Arthur C. Fisher who was appointed to the Library Board to fill the unexpired term of Mr. L. T. Anderson which ends June 30, 1978.

Mr. Lovenstein, President, presided.

The Secretary reported that a quorum was present.

The President stated that the meeting, which was also the Annual Meeting, had been called for the purpose of conducting the election of officers and to consider and act upon such other business as may come before the Board of Directors.

The Secretary reported that a notice of meeting had been given in accordance with the Bylaws and that a quorum was present. It was ordered

that a copy of the notice of the meeting be filed with the minutes of this meeting.

The minutes of the June 2, 1976 meeting were approved.

Correspondence. The Secretary reported that the Library was in receipt of a letter from Kanawha County Schools, which reads as follows:

"June 22, 1976

"Mr. Nicholas Winowich, Secretary
Kanawha County Public Library
123 Capitol Street
Charleston, West Virginia 25301

"Dear Mr. Winowich:

"Your request of June 3, 1976, to appoint Mr. Arthur C. Fisher of Sissonville, West Virginia, to fill the unexpired term of L. T. Anderson as a member of the Kanawha County Public Library Board was approved unanimously by the Kanawha County Board of Education. This action was taken at the Board's regular meeting held on Thursday, June 17, 1976. It is understood that Mr. Fisher's term will end June 30, 1978.

"On behalf of the Board and as Superintendent of Schools, we want to commend you for selecting Mr. Fisher for this position for we firmly believe his educational experiences will make him a valued member of the Board. He has done a tremendous job in working with the youngsters of Flinn Elementary School as their principal and throughout the years of association with him has proven to be a hard-working dedicated individual whom we think will represent Kanawha County and the Public Library Board in the best interests of all concerned.

"Sincerely yours,

/s/ John F. Santrock
John F. Santrock
Superintendent of Schools

"JFS/bje
cc: Mr. Arthur C. Fisher"

The Secretary also reported that the Library was in receipt of a letter dated June 8, 1976 from Thomas N. Chambers, Chairman of the Greater Kanawha Valley Foundation. It reads as follows:

"June 8, 1976

"Gentlemen:

"Under date of May 27, 1976, The Greater Kanawha Valley Foundation established 'The Mr. and Mrs. Robert W. Lawson, Jr. Fund In Memory of Robert W. Lawson, IV, Florence J. Abney and Anna A. Paine,' pursuant to an agreement with Mr. Lawson as Grantor, The Charleston National Bank as Trustee, and the Foundation. The initial fund consists of $4,000 contributed by the Grantor and Section 2.1 of the agreement of particular interest to you provides as follows:

> '2.1 The income of the fund shall be used and distributed, at the discretion of the Board of Trustees of the Foundation, for the purposes of the Foundation, in and about the Greater Kanawha Valley. In making distributions of income hereunder, it is Grantor's suggestion, although not a command, that the Board of Trustees give particular attention to the needs of Sunrise, Inc., the Kanawha County Public Library and The Salvation Army, however, no amount shall be distributed from the Fund, except for purposes for which the Foundation is organized and operates.'

"As you know, The Greater Kanawha Valley Foundation administers gifts and grants for the benefit of the community, some of which are discretionary in nature and some earmarked for charitable recipients. The Foundation considers the instant fund to be discretionary in nature, giving recognition to the Grantor's suggestion that the Board of Trustees give particular attention to the needs of your organizations. Thus, distribution requests which are received from you may be filled from the income of this fund or from discretionary funds administered by the Foundation.

"Sincerely,

/s/ Thomas N. Chambers
Thomas N. Chambers
Chairman

"TNC/nsp"

The Secretary stated that Mr. Lovenstein and he had been invited by the West Virginia Library Commission to an "Evening of Appreciation" honoring Governor and Mrs. Arch A. Moore, Jr., at a reception and dinner to be held on Friday, July 9, 1976 at the Berry Hills Country Club.

An invitation was also extended to the Library Board and staff by Governor Arch A. Moore, Jr. to an Open House of the West Virginia Science and Culture Center to be held on Sunday, July 11, 1976.

Library Director's Monthly Report. The Library Director presented an oral report on the activities of the Library for the month of June, 1976. Included were the following:

1. A cooperative effort among area libraries (West Virginia Library Commission, West Virginia State College, West Virginia Tech, Morris Harvey, Union Carbide, College of Graduate Studies, Kanawha County Schools and Kanawha County Public Library) is being planned and is in the best interest of each institution and its patrons. Inflation and duplication are just two significant problems. How we can help ourselves and each other are considerations for examination.

2. No re-assignment of staff for fiscal 1976/1977 was recommended to the Personnel Committee. Several reasons were given. Comments followed.

3. City of Charleston Street Department and Municipal Beautification Commission continue to do housekeeping chores which makes the library's grounds look neat, clean and attractive.

4. Municipal Court recently assigned a young man to work at Kanawha County Public Library for one month or, as an alternative, face a 30 day jail sentence. He choose the library and spends his time performing custodial chores.

5. A new copying machine has been installed. It replaced an older one which, for all intents and purposes, was over-worked and falling apart. Cost remains ten cents per copy and covers our expenses.

6. Painting of the St. Albans Branch and selected areas of the Main Library are being done by three youths made available to us by the high school manpower program. Mr. Henson is teacher, trainer and supervisor.

Library Director's Annual Report. The Library Director presented the Annual Report. Copies of "Mini Annual Report, 1975/1976; Some Reflections" were distributed to the members present. Highlights of the year were emphasized. Questions and comments followed. Afterwards, it was agreed that the full and complete report be published.

Long Range Plan. The Library Director introduced Mr. Stern, Services Librarian and Assistant to Director. Mr. Stern reported that a preliminary draft entitled, "Planning for the Future: A Long Range View" has been completed and was available for consideration by the Library Board. Copies of the report were distributed to the members present. A brief statement of the goals and objectives was made. Following discussion, and upon motion by Mr. Snyder, seconded by Mr. Maurice, it was unanimously

> RESOLVED, That a special meeting of the Library Board be held on Wednesday, July 14, 1976 at 2:00 p.m. to consider the long range proposal submitted by Mr. Stern.

Motion carried.

Approval of Bills. The Library Director submitted Book Bills List No. 229 ($5,298.37) and General Bills List No. 229 ($7,119.46) duly certified and approved in accordance with the Bylaws and on motion by Mrs. Brown, seconded by Mr. Springer, and duly adopted, it was ordered that the bills set out on the two lists be paid and that the said bills be transmitted for that purpose by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills from Special Funds. The Library Director submitted Special Funds List No. 228, duly certified and approved in accordance with the Bylaws, and on motion by Mrs. Brown, seconded by Mr. Springer, and duly adopted, it was ordered that the bills set out on the said list be paid.

Reports of Committees.

Budget Committee. Mr. Springer, Chairman, reported that the Library Director was in receipt of a letter dated June 11, 1976 from the West Virginia Library Commission in which it was stated that the Kanawha County Public Library "may plan on $1.00 per capita" in Grant-In-Aid Funds for

fiscal year 1976/1977. Mr. Springer stated that the Budget Committee had met prior to the board meeting to discuss a proposed expenditure of anticipated grant-in-aid funds. He also stated that the Committee decided to delay action until the Library Director received notification of the exact amount to be allocated to the Kanawha County Public Library.

Personnel Committee. Mr. Snyder, Chairman, submitted the application of Ms. Kathleen Whalin for the position of Circulation Librarian. He presented a brief review of her education, and professional qualifications. Following discussion and upon motion by Mr. Snyder, seconded by Mr. Jacobson, it was unanimously

RESOLVED, That Ms. Kathleen Whalin be appointed as Circulation Librarian beginning August 1, 1976 at an annual salary of $9,300.00.

Motion carried.

Community Services Committee. The Library Director reported that a Special Grant application was submitted to the West Virginia Library Commission for purposes listed below:

Elk Valley Library

Library Materials, Basic Collection	$25,000	
Librarian - employment August 1, 1976	9,845	$34,845

Glasgow Library

Library Materials, Basic Collection	10,000	
Librarian, College Graduate employment August 1, 1976	8,100	18,100
Total Special Grant Proposals		$52,945

He also reported that he had submitted an application to the Kanawha County Commission for Revenue Sharing Funds of $23,400 to be spent as follows:

Elk Valley Library

Shelving	$ 7,700	
Furniture and Equipment	7,100	
Carpeting	3,000	$17,800

Glasgow Library

Shelving	2,600	
Furniture and Equipment	3,000	5,600
Total Amount Requested		$23,400

Proposed Glasgow Agreement. Copies of the Proposed Glasgow Agreement were distributed by the Library Director to members present. After discussion, upon motion of Mr. Bowman, seconded by Mr. Springer, it was unanimously

> RESOLVED, That the proposed agreement between the Glasgow Library and the Kanawha County Public Library be approved tentatively and that the President and Library Director be and are hereby authorized to meet with Mayor Tucker for purposes of submitting the document for his consideration and approval.

Motion carried.

Building and Grounds Committee. The Library Director reported that an informal meeting had been held on July 1, 1976 for the purpose of considering a proposal to landscape the plaza and steps on Capitol Street. There was discussion. No action was taken.

Election of Officers. Mr. Jacobson, Chairman of the Nominating Committee, reported that the Committee nominates the following persons for the offices indicated for the year beginning July 1, 1976:

President	- Walter F. Snyder
First Vice President	- Donald F. Springer
Second Vice President	- William J. L. Wallace
Secretary	- Nicholas Winowich
Treasurer	- Nicholas Winowich

Following the close of nominations, an election was held and the nominees were declared to be duly elected.

Remarks by Mr. L. K. Lovenstein, President Emeritus. Mr. Lovenstein expressed appreciation to the Library for their advice, counsel, support and willingness to serve the Library Board of Directors during his term of office. Afterwards, members responded warmly.

There being no further business, the meeting on motion adjourned.

L. K. Lovenstein
President

Nicholas Wisniewski
Secretary

Capitol Street, Charleston, West Virginia 25301 Telephone 343-4646 Area Code 304
KANAWHA COUNTY PUBLIC LIBRARY

NOTICE

To the Members of the Board of Directors:

The Annual Meeting of the Board of Directors of Kanawha County Public Library will be held in the Board Room of the Library in the City of Charleston, West Virginia, at two o'clock in the afternoon on Wednesday, July 7, 1976, for the election of officers and to consider and act upon such other business as may come before the Board of Directors.

Dated this 25th day of June, 1976.

By Nicholas Winowich
Secretary

ANNUAL REPORT
1975-1976
KANAWHA COUNTY PUBLIC LIBRARY

123 CAPITOL STREET
CHARLESTON, WEST VIRGINIA 25301

KANAWHA COUNTY PUBLIC LIBRARY

BOARD OF DIRECTORS

L. K. Lovenstein, President
Donald F. Springer, First Vice President
Walter F. Snyder, Second Vice President

L. T. Anderson*
Margaret Anderson
Forest Jackson Bowman
Hester Brown
O. M. Harper
Bernard H. Jacobson
Sydney M. Kleeman
Dewey E. S. Kuhns
John D. Maurice
Joyce Myerly
John L. Ray
Leonard Riggleman
Helen Smith
A. Guy Stone**
Pauline Tompkins
William J. L. Wallace

Nicholas Winowich, Library Director and Secretary of the Board

LIBRARY STAFF

Professional

Claudia Benton
Evelyn Coskey
Ruth Figgatt
Frances Gerard
Christopher Hartmann
Marilyn Long
Kathleen McEvoy
June Martin
Sara Mathewson
Helen Miller
Gretchen Schwinger
Shirley Smith
Joel Stern
Helen Lind Thomas
Luann Toth
Zetta Walker
Susan Williams
Thomas Wrenn

Non-Professional

Lorena Ammar
Onnalee Arcuri
Virginia Banning
Kathy Brown
Nova Casto
Sue Copen
Ronald Finney
Patricia Hamby
Betty Jane Harper
Robert Henson
Bridget Herndon
Janet Hopkins
Kathy Hughes
Mary Jo Jackson
Cortez Johnson
Eugena Karson
Henrietta Kidd
Janet Lambert
Mary Frances Lee
Franca Martin
Sara Meadows
Martha Moran
Mary Mullins
Jay Pauley
Nancy Pennington
Victoria Price
Drema Scott
Mae Thomas
Vicki Townsend
Sandra Trimble
Karen White
Patricia Whitlock

Building Staff

James L. Thomas, Building Superintendent

Michael Eakle
James George
Joseph Harrison

26 Additional Part-Time Staff Members

ANNUAL REPORT 1975/1976

To the Library Board of the Kanawha County Public Library -

The Director's annual report for the period July 1, 1975, to June 30, 1976 is herewith submitted:

AWARDS AND HONORS

The West Virginia Library Association, at its Annual Conference held in Morgantown, West Virginia, October 30 - November 1, 1975, recognized and honored, by resolution, Mr. John V. Ray, Mr. A. Guy Stone, Mr. Robert Fitz Simmons and Mrs. Alice Gygax.

JOHN V. RAY

WHEREAS, John V. Ray, Kanawha County Public Library Board of Directors, deceased November 25, 1974, and

WHEREAS, for forty-five years, thirty of those as President, Mr. Ray served as an active and spirited force behind the library's achievements, always representing his library with dignity, perseverence, strength, and understanding, and

WHEREAS, he prepared and successfully guided the Kanawha County Library Act enacted by the West Virginia Legislature in 1957 which provided additional funds for the Kanawha County Public Library, and

WHEREAS, Mr. Ray represented libraries and librarianship with signal qualities of vision and achievement, service and dedication:

THEREFORE BE IT RESOLVED: That the West Virginia Library Association at its annual convention assembled, on the thirtieth day of October 1975, by unanimous acclaim, does hereby extend remembrances to the memory of John V. Ray, which will be of benefit to the State of West Virginia and to the profession,

RESOLVED FURTHER: That a copy of the resolution be sent to the Kanawha County Public Library Board, and to the family of the recipient.

A. GUY STONE

WHEREAS, A. Guy Stone, former member of the Kanawha County Public Library Board of Directors and former member of the West Virginia Library Commission, retired 1975, and

WHEREAS, for sixteen years Mr. Stone contributed immeasurably to the growth of the Kanawha County Public Library through service as a member of several committees and as President from July 1966 through June 1974:

THEREFORE BE IT RESOLVED: That the West Virginia Library Association at its annual convention assembled, on the thirtieth day of October 1975, by unanimous acclaim, does hereby extend acknowledgement of the contributions to West Virginia and to the profession,

RESOLVED FURTHER: That a copy of the resolution be sent to the Kanawha County Public Library Board of Directors and to the recipient.

ROBERT FITZ SIMMONS

WHEREAS, Robert Fitz Simmons, former member of the staff of the Kanawha County Public Library, deceased September 22, 1974, and

WHEREAS, for nearly forty years Mr. Simmons served diligently and faithfully in all departments of the library, and

WHEREAS, he was a friend to all who came in contact with him at the library and through his many community and church activities:

THEREFORE BE IT RESOLVED: That the West Virginia Library Association at its annual convention assembled, on the thirtieth day of October 1975, by unanimous acclaim, does hereby extend remembrances to the memory of Robert Fitz Simmons, which will be of benefit to the State of West Virginia and to the profession,

RESOLVED FURTHER: That a copy of the resolution be sent to the Kanawha County Public Library Board of Directors.

ALICE WHITE GYGAX

WHEREAS, Alice White Gygax, a librarian at Kanawha County Public Library, deceased 1974, and

WHEREAS, Mrs. Gygax devoted forty years to creative and concerned librarianship by combining a rich and wide knowledge of books with a sensative caring for people, and

WHEREAS, she contributed significantly to West Virginia librarianship with her thesis, The Public Library Movement in West Virginia:

THEREFORE BE IT RESOLVED: That the West Virginia Library Association at its annual convention assembled, on the thirtieth day of October 1975, by unanimous acclaim, does hereby extend remembrances to the memory of Alice White Gygax, which will be of benefit to the State of West Virginia and to the profession,

RESOLVED FURTHER: That a copy of the resolution be sent to the Kanawha County Public Library Board of Directors and to the family of the recipient.

The Alumni Association of Bethany College, Bethany, West Virginia, presented its Award for Outstanding Achievement in Community Service to Nicholas Winowich at an honors dinner held on May 22, 1976.

BICENTENNIAL YEAR

Bicentennial programs were prepared by staff members who gathered literature for distribution to both juvenile and adult patrons. Some of the activities are sketched below:

Adults

January, 1976

Tracing your Ancestor: A Genealogical Lecture

February, 1976

Art in Colonial Time
Includes lecture, film and exhibit

March, 1976

West Virginia in the American Revolution

April, 1976

Music, Recreation, Home Life

Theme: "Life, Liberty and Pursuit of Happiness"

May 2 - The Rugged Individualist
Film: Howards of Virginia

May 9 - The Dream of Success
Film: Citizen Kane

May 16 - The Pursuit of Pleasure
Films: Classic Comedy (4)

May 23 - The Fruits of Wisdom
Film: A Man Called Peter

In anticipation of demand for bicentennial materials from children, packets were prepared and distributed to Kanawha County elementary schools, including private institutions. Skits, booklets, reading lists, colonial costume patterns were made available, without charge, through the generosity and kindness of Senator Randolph, Veterans of Foreign Wars, John Hancock Life Insurance Company, West Virginia American Revolution Bicentennial Commission, Simplicity Patterns and the American Library Association.

BOYS AND GIRLS DEPARTMENT

The Boys and Girls Department cooperated with Piedmont Elementary School in a new program which was designed for accelerated children. Arrangements have been made for 14 children to come to the library each Tuesday for an hour of independent study. The children range from level one to level six. The new program began September 23, 1975 and ended January 10, 1976.

BUILDING AND GROUNDS

All thermostats have been set at 68° for the purpose of reducing cost and conserving energy. Sweaters are common apparel and conditions seem to be comfortable.

CATALOG DEPARTMENT

West Virginia Library Commission Grant-In-Aid funds totaling $8,684.00 made possible the purchase of an IBM Magnetic Tape Selectric Typewriter (MTST). Purposes of the acquisition are several:

1. Reproduce error-free catalog cards and documents automatically and with great speed.

2. Reduce typing time.

3. Sustain perfect copy image.

4. Eliminates time consuming retyping.

5. All of the above, reduced to its lowest common denominator, makes for lower unit cost.

Perhaps one of the nicest and best ways to recognize a cataloger when you see one, appeared in an essay entitled, On the Ordering of Knowledge by William H. Carlson, Librarian/Author of Oregon State University. I share the following with you:

> The keystone but largely unsung workers of the library hierarchy are the catalogers. They are the people who stand between the acquisition librarians, busily operating their dragnets to draw into the library materials from all parts of the world, and the service librarians whose function it is to interpret and make easily available the totality of the library's holdings.
>
> Of all the people who work in libraries, the catalogers and classifiers are the most clearly intralibrary in their operations. They have no exciting contacts with librarians, authors, book dealers, and jobbers in the far places of the world. Very rarely do they see and participate in the satisfaction of the well-served library user, or conversely the disappointment and frustration when the library does not yield up the book or special bit of information required at the moment. It is their duty to reduce to order and system a vast miscellany of materials flowing into the library, on almost every conceivable subject, from all over the world, and in a great variety of languages. These materials, arriving in complete subject confusion, the carefully wrought ministration of the catalogers organize into easy findability. In nearly all American libraries, when books are released to the service departments, they are ready to take to their places on the shelves in carefully designated sequence with previously acquired materials on

the same subject. Hopefully, simultaneously with this release and in a planned coordination, cards fall into the catalogs to accurately describe and record these newest additions in all their subject ramifications.

Contrary to the opinion of many people, some librarians included, the things the catalogers do can be both exciting and satisfying. Catalogers sit at the fount, as it were, of the productivity of the human mind, reducing all to order and system. Working at the frontiers, they see and help to order the unfolding of knowledge. While materials come to them in quantity, they cannot be handled in quantity. Each book and each pamphlet must be considered and handled as a separate entity, and its content, regardless of language, sufficiently mastered to satisfactorily classify it both by numbers and verbally by subject headings, and to describe it so accurately that it becomes a unique bibliographical item which cannot be confused with the millions of other books of the world, thousands of which may deal with the same subject.

Fundamentally, cataloging is an intellectual process, sometimes, in matters of principles and policies, profoundly so. It is for this reason that persons of scholarly bent and orderly instincts make the best catalogers. It is for this reason too that many librarians who have shied away from the close application and meticulous detail of cataloging work find, to their considerable surprise, that once having taken the baptismal plunge, they like it.

Yes, of all the people who work in the library catalogers are the most basic. The efficiency and usefulness of the library rests on what they do in their daily work of absorbing new titles, of revising and fashioning the catalogs to keep them abreast of the times, and of eliminating out-moded subject terminology in favor of current usage. In a catalog department, poorly done work can often slip by unnoticed for long periods of time, but the effects are cumulative and the work of inefficient and careless catalogers, and of those who have not understood or been equipped for the fundamentally intellectual nature of the cataloging process frequently rises up to harass future generations of librarians and scholars. On the catalogers at all levels, clearly depends the ease or lack of it with which a library can make its resources available. Obvious yes. But recognized? Not often.

CONFERENCES

The 1975 annual conference of the American Library Association was held in San Francisco, California June 28 - July 4, 1975. Miss Ruth Figgatt,

Miss Helen Lind and the Library Director were among the 20 West Virginians who attended.

The 1975 annual conference of the West Virginia Library Association was held in Morgantown, West Virginia October 30 - November 1, 1975.

Members of the staff who attended were: Claudia Benton, Brian Faust, Chris Hartman, Marilyn Long, Joel Stern and Sue Williams. Mr. Lovenstein, President, and, Mr. Snyder, Vice-President and Mrs. Helen Smith also attended.

Mr. Joel Stern attended the Institute on Developing Dynamic Public Library Services Responsive to Community Needs, which was held on September 26-30, 1975 in Syracuse, New York.

CROSS LANES BRANCH

Construction of the Cross Lanes Instant Library was awarded on low bid to S. B. Noe Building Contractor for $35,865.00. There were other bids. They are recorded as follows: $50,500.00 and $52,540.00.

The Cross Lanes Branch Library, in-spite-of some undelivered furniture and equipment, was opened to the public on Tuesday, noon, January 27, 1976. Present for the occasion were Mr. Lovenstein, Mrs. Simmons, Mrs. Allison and Mr. Ogden of the Cross Lanes Library Board, Miss Wilma Brown, library staff from Charleston and St. Albans, and boys and girls representing neighborhood schools. Following short and appropriate remarks, Mr. William Warner, 5358 Big Tyler Road, Charleston, West Virginia became the branch library's first borrower.

The Cross Lanes Branch Library was formally dedicated March 9, 1976. Ceremonies were held in-doors at the adjacent Andrew Jackson Junior High School because of mean and nasty weather. However, a child representing each of the elementary area schools participated in the ribbon cutting observance.

DUNBAR PUBLIC LIBRARY

A new public library will be built in Dunbar, West Virginia.

Grants totaling $446,500 have been received from the City of Dunbar, West Virginia, Library Commission and Community Development Administration. Kanawha County Commission expended $72,500 for the acquisition of the Myers Avenue, Ohio Avenue, Twelfth Street site.

Dunbar Public Library will become a branch of Kanawha County Public Library. The following agreement was approved by each Library Board and is recorded as follows:

AGREEMENT

THIS AGREEMENT, Made this 5th day of May 1976, by and between Kanawha County Public Library, hereinafter called "Kanawha," and Dunbar Public Library, hereinafter called "Dunbar";

WHEREAS, Dunbar intends to acquire certain real estate in the City of Dunbar, West Virginia, erect a structure thereon, install therein equipment, furniture and fixtures essential to operate a public library and convey the entire property to Kanawha:

WHEREAS, upon receipt of said real estate, equipment, furniture and fixtures from Dunbar, Kanawha will operate the same as herein provided.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH:

That for and in consideration of the premises above stated, Kanawha and Dunbar mutually convenant and agree as follows:

1. Dunbar will, at its cost, complete the construction of the proposed library building in the City of Dunbar, West Virginia, and install the equipment, furniture, and fixtures required for operating a branch library.

2. Upon the completion of construction, Dunbar shall transfer title to the land, building, equipment, furniture, fixtures, and other property therein to Kanawha.

3. Upon the transfer of said property, Kanawha will operate a branch library in Dunbar, which will provide library service to Dunbar and the area surrounding.

4. Kanawha will have the full official authority and responsibility for the operation of the library, including the employment of personnel. However, Dunbar shall be afforded the opportunity to make recommendations on all aspects of operations, including the employment of personnel.

5. Dunbar will continue as a legal entity, serving as a library board of the City of Dunbar and as an Advisory Board to Kanawha.

6. Dunbar will use its best efforts, through the Council of the City of Dunbar, West Virginia, to contribute and/or cause to be contributed to Kanawha for use in operating a branch library in the City of Dunbar, West Virginia, the sum of $15,000 per year for the ten years after Kanawha assumes the management and control thereof.

7. After the expiration of the ten year period Kanawha will endeavor to furnish library service not less in quality than has theretofore been furnished; and each year in which the Council of the City of Dunbar makes available to Kanawha for the operation of the branch library a sum which bears the same proportion to the total assessed valuation of property in Dunbar as the amount made available to Kanawha for library purposes by the Council of the City of Charleston bears to the total assessed valuation of property in Charleston, Kanawha will endeavor to furnish library service in Dunbar which is comparable to library service furnished in Charleston, to the extent that it is possible to do so by the reasonable and, in the opinion of Kanawha, the proper distribution of all the funds which Kanawha has available for all library purposes in that year.

8. Any capital expenditures needed for additions or remodeling to the building in the City of Dunbar, West Virginia, will be made by Dunbar.

9. If the Dunbar Library building and/or the contents thereof shall be damaged or destroyed by an Act of God, fire, flood or other casualty, Kanawha, at its option, may elect within six (6) months after such damage or destruction to repair or rebuild the building and/or the contents thereof. During said six (6) month period, and during the period in which the building and/or the contents thereof are being repaired or reconstructed if Kanawha elects to cause said work to be done, Kanawha shall not be deemed to have discontinued library operations within the meaning of paragraph (10).

10. If Kanawha shall discontinue library operations in the City of Dunbar, West Virginia, for any reason other than the damage or destruction of the Dunbar Library Building and/or the contents thereof as specified in paragraph (9) above, Kanawha will reconvey and retransfer unto Dunbar all of the real estate, the building thereon and the equipment, furniture and fixtures theretofore conveyed and transferred to Kanawha by Dunbar.

IN WITNESS WHEREOF, the parties hereto have caused their corporate names to be signed by their respective officers thereunto duly authorized, all as of the day and year first above written. Executed in duplicate.

ELK VALLEY BRANCH LIBRARY

Kanawha County Public Library Board of Directors decided to establish, develop and operate a branch library - Elk Valley Branch Library - in Big Chimney, Kanawha County on U. S. 119 near junction with State Road 114.

The branch library's strategic location will permit the extension of library service throughout the Elk River Area including the communities of Pinch and Quick.

Elk Valley Library Association, Inc. was incorporated and Mr. Jim Smith was elected President.

In support of the construction project proposal, funding was solicited from and approved by Kanawha County Commission ($50,000) and West Virginia Library Commission ($30,000).

The library site was occupied previously by the Big Chimney Baptist Church and includes nearly an acre of land. Construction changes include remodeling and an addition. The firm of Wilson and King were employed to complete the necessary plans and specification.

FRAMED ART REPRODUCTIONS

A new service of lending framed art reproductions was begun in December, 1975. The art lending collection contains 92 reproductions and represents many artists and styles. A special grant by West Virginia Library Commission of $4,000.00 made the new service possible.

Selections of framed art are made by library patrons from an illustrated Catalog of Reproductions available at the Information Desk. The catalog is also available at other libraries in the county. The art lending collection is housed in the 4th Floor Corridor Gallery at the Kanawha County Public Library and is open for browsing Monday through Friday from 10:00 a.m. until 5:00 p.m. daily. Any adult library patron in good standing may borrow one framed art reproduction without charge for a non-renewable period of two months. The Library provides a carrying case for each reproduction borrowed. Reservations are invited and may be made at the Information Desk or at any of the libraries in Kanawha County.

GIFTS

The Chesapeake and Potomac Telephone Company of West Virginia presented three handsome cabinets which are expected to hold the library's collection of telephone directories of a select number of major cities including most West Virginia municipalities.

The Quota Club of Charleston presented the Library with adult and juvenile books and materials which relate to problems of the deaf.

The U. S. Department of Interior, in appreciation for the occasional use of The John V. Ray Room, presented 460 Geological Survey Maps of West Virginia.

INSURANCE VALUES

Insurance values have been increased and are noted as follows:

Building

a) Kanawha County Public Library from $3,088,000 to $3,273,000 (5.6% increase)

b) St. Albans Branch from $374,000 to $396,000 (5.5% increase)

Furniture and Equipment

a) Kanawha County Public Library from $321,000 to $353,000 (9.07% increase)

b) St. Albans Branch from $31,000 to $34,000 (8.8% increase)

Books, Card Catalogs and Fine Arts

a) From $2,008.583 to $3,122,334 (55% increase)

GLASGOW

Kanawha County Public Library will operate a full-service library in Glasgow, West Virginia. Space of nearly 600 square feet is expected to house nearly 4,000 volumes and other library materials, furniture and equipment.

The following agreement was approved and is recorded as follows:

AGREEMENT

THIS AGREEMENT, Made this 5th day of August 1976, by and between Kanawha County Public Library, hereinafter called "Kanawha," and the City of Glasgow, West Virginia, hereinafter called, "Glasgow";

WHEREAS, Glasgow intends to provide for the operation of an experimental library;

WHEREAS, upon delivery and installation of library furniture and equipment and the receipt of library materials, Kanawha will operate the same as herein provided.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH:

That for and in consideration of the premises above stated, Kanawha and Glasgow mutually covenant and agree as follows:

1. Glasgow will provide, at no cost to Kanawha, rent-free space (approximately 22' x 27' and 10' x 10') which is to be used for public library purposes.

2. Glasgow may provide Kanawha additional space suitable for expansion and storage purposes.

3. Glasgow will install in space to be provided Kanawha carpeting and padding that meets Fire Marshall's standards.

4. Glasgow will provide, at no cost to Kanawha, janitorial services, building supplies and maintenance, contents and liability insurance, and utilities (electricity, gas, water, telephone and sewerage) for space to be provided Kanawha.

5. Glasgow will make reasonable effort to have the community room available for special Library occasions.

6. Glasgow and Kanawha agree that the Library will function to serve all residents of Kanawha including residents of Glasgow and its adjacent areas.

7. Glasgow will appoint an Advisory Library Board.

8. Kanawha will have full official authority and responsibility for the operation of the Library.

9. Kanawha will provide qualified personnel.

10. Kanawha will purchase and install suitable furniture and equipment.

11. Kanawha will provide a basic collection of library materials, including but not limited to the following: adult and juvenile books, reference books, newspapers, magazines, phonograph records and such other services as are provided by Kanawha County Public Library through its Extension Department.

12. Any capitol expenditures needed for additions or remodeling to the Library in Glasgow, West Virginia, will be made by Glasgow.

13. This agreement shall remain in effect for a period not to exceed two years with the provision that Kanawha County Public Library will, at the end of the first year, study and evaluate the Glasgow operation as to the continuance of it beyond the two-year period. There shall be no obligation on Kanawha to operate the library beyond the two-year period unless Kanawha shall determine that it will do so.

14. Title to all library furniture, equipment, materials and such other property, real or personal, as may be added by Kanawha, will be removed from the site by Kanawha within 30 days after the library ceases to operate.

IN WITNESS WHEREOF, the parties hereto have caused their corporate names to be signed by their respective officers thereunto duly authorized, all as of the day and year first above written. Executed in duplicate.

HOMEBOUND SERVICE

Mr. Tom Wrenn, Homebound Services Librarian, is taking library services to patrons who want to read but cannot because it might mean an imposition on family, friends, neighbors or colleagues. He makes use of but is not limited to the following:

Books	- regular and large type
Films	- for viewing at Senior Centers
Reading Devices	- bed specs and illuminating magnifiers
Talking Books	- record player and phonograph records

Visits are made to private residences, hospitals, nursing homes and senior centers. Mr. Wrenn's work is made much easier and more effective because of volunteers and cooperating agencies who care enough to be helpful and considerate. They are: Meals on Wheels, Board of Education, Commission on Aging, RSVP, Operation Good Morning, State Welfare Department, Vocational Rehabilitation, Visiting Nurses Association.

GRANT-IN-AID

West Virginia Library Commission awarded Kanawha County Public Library a total of $124,795.00 in Grant-In-Aid Funds in fiscal 1975/1976. Expenditures were made for the following purposes:

Books, Salaries, Sunday Service, Homebound Service, Framed Art Reproduction acquisition, municipal libraries allocation and other operating and maintenance expenses.

INTERLIBRARY LOAN

Our interlibrary loan policy was revised in August, 1975. Changes were necessary in order to be compatible with new statements generated by West Virginia University and Marshall University libraries. The position paper reads as follows:

INTERLIBRARY LOAN POLICY

Most of the book material in the collection of the Kanawha County Public Library is available for loan through Interlibrary lending or by photo-duplication to any library in the state of West Virginia, subject to the following exceptions:

CLASSES OF MATERIALS NOT LOANED BY KANAWHA COUNTY PUBLIC LIBRARY

1. Books in current and/or constant use by our own patrons, including new or very recent "best-seller" titles.
2. West Virginia Reference Collection.
3. Rare or fragile materials.
4. Genealogical and heraldric materials.
5. Maps and charts.

MATERIALS LOANED AT SOLE DISCRETION OF KANAWHA COUNTY PUBLIC LIBRARY'S REFERENCE LIBRARIAN

1. Reference works. Kanawha County Public Library will lend some volumes, generally regarded as reference works, upon special request when in the opinion of the Reference Librarian such loan does not impair service to our patrons.

All potential interlibrary loan requests should be carefully examined by the reference librarian and discussed with the patron to insure the use of the library's own resources. After serious consideration only the most pertinent references should be selected to be obtained from another library. Only a few

requests should be submitted at one time for one patron.

Loans from the Kanawha County Public Library are subject to compliance with the following regulations:

FORM OF LOANS

1. Kanawha County Public Library reserves the right to determine whether material will be lent in the original form or as a photoduplicate.

COST OF PHOTOCOPYING

1. Photoduplicates will be supplied to nonprofit institutions in West Virginia at the following rates per exposure with no minimum charge or additional handling fee:

books:	10 cents per exposure
microfilm:	15 cents per exposure
microfiche:	15 cents per exposure

A card will be enclosed with the material giving the total amount owed which will be due and payable on receipt.

2. All other requests for photocopying will be charged at 10 cents for books and 15 cents for microfilms and microfiche per exposure plus a $1.00 charge for postage and handling with a minimum charge of $1.10 per request.

3. Multiple copies of the same material will not be furnished.

METHOD OF BORROWING

1. Borrowing libraries will submit typed requests on the interlibrary loan form approved by the American Library Association or by TWX to the Interlibrary Loan headquarters of the West Virginia Library Commission. Requests made by letter or on other forms cannot be processed and will be returned to the sender. Each item must be requested on a separate form.

2. Each request must be authenticated in handwriting by an authorized person in the borrowing library. Unsigned requests will be returned.

CITATIONS

1. Citations must be complete. Periodical references should contain complete name of the journal (no abbreviations), date of issue, volume number, author, title, and pagination of article. Reference to books should include full name of author, title, edition, place of publication, publisher and date in the space designated on the request form.

2. References must be verified before they are submitted. Incorrect references will not be verified by this library unless the borrowing library has exhausted its bibliographic resources, in which case notation to that effect and summary of sources searched, should be furnished on the form or accompany it. This information is required in order to receive verification of an important reference not available from the Kanawha County Public Library. With proper verification, the item can then be requested from an out of state institution.

3. If a reference cannot be verified by the requesting library, the bibliographic citation to its source must be given.

LOAN PERIOD

1. The borrowing library will always be informed by the book card for each book when it is due. The book card due date supersedes the printed loan period notation, if any, on the book pocket. All materials must be returned by indicated due date.

Type of Material	Loan Period	Renewal Period
Reference	7 days	None
New or recent fiction	7 days	None
New or recent non-fiction	14 days	None
Other than above	28 days	14 days*

*Renewal requests must be received by us before indicated due date. Renewal will be given unless Kanawha County Public Library has received other requests.

2. A volume loaned by the Kanawha County Public Library may be recalled at any time.

3. Borrowing libraries are responsible for volumes from the time they receive them until the volumes are returned to the Kanawha County Public Library and received there. Materials lost during that interval must be replaced by the borrowing library.

LIBRARY BOARD

The following persons were re-elected to serve six year terms as members, Kanawha County Public Library Board of Directors, beginning July 1, 1975:

1. Mr. Forest J. Bowman
2. Mr. Donald F. Springer
3. Dr. William J. L. Wallace

At the annual meeting held on Friday, July 11, 1975 an election of officers was held and the following were duly elected:

President	- L. K. Lovenstein
First Vice President	- Donald F. Springer
Second Vice President	- Walter F. Snyder
Secretary	- Nicholas Winowich
Treasurer	- Nicholas Winowich

Mr. Lovenstein attended an "Institute on the Library Trustee's Role in Library Finance" offered by the School of Library and Information Science, Albany, New York on October 13-17, 1975, as a library traineeship program under Title II, Part B, Higher Education Act of 1965.

Resignation - A. Guy Stone. The President reported that the Library was in receipt of a letter from Mr. Stone. It reads as follows:

"July 26, 1975

"Mr. L. K. Lovenstein, President
Kanawha County Public Library Board
123 Capitol Street
Charleston, West Virginia 25301

"Dear Mr. Lovenstein:

"It is with reluctance and regret that I submit, herewith, my resignation as a member of the Kanawha County Public Library Board of Directors.

"I have enjoyed working with the men and women of the Board who helped to make our public library the best in West Virginia.

"Sincerely,

/s/ A. Guy Stone
A. Guy Stone"

Afterwards, upon motion duly made, seconded and carried, said resignation was accepted and ordered to be filed as a part of the minutes. Following discussion, upon motion duly made, seconded and carried, it was ordered that the following resolution be spread upon the minutes of this meeting:

> WHEREAS, A. Guy Stone has been of service to his community and this Library as a member of its Board of Directors since July, 1958; and
>
> WHEREAS, A. Guy Stone contributed immeasurably to the effectiveness of this institution as a member of several committees and as President from July, 1966 through June, 1974; and
>
> WHEREAS, The Library Board of Directors acknowledges with appreciation and recognition his interest in and support of the Library's purposes and programs; therefore,
>
> BE IT RESOLVED, That we accept, with reluctance and personal loss the resignation of A. Guy Stone; and
>
> RESOLVED FURTHER, That the resolution be spread upon the minutes of this meeting and a copy be sent to Mr. Stone.

Mrs. Pauline Tompkins, Cedar Grove, West Virginia, was elected to fill the unexpired term of Mr. A. Guy Stone. The term expires June 30, 1976.

Resignation - L. T. Anderson. The President reported that the Library was in receipt of a letter from Mr. L. T. Anderson. It reads as follows:

"March 11, 1976

"Mr. L. K. Lovenstein
President
Board of Directors
Kanawha County Public Library
Charleston, West Virginia

"Dear Mr. Lovenstein:

"Please accept this letter of resignation from the library board of directors along with my sincere apologies for inconvenience it may cause.

"For some time I have been uncomfortably aware of an inability to separate my functions as newspaperman and board member or to persuade others that a distinction exits. On this ground alone it was a mistake for me to accept the offer of membership.

"Further, the day-by-day uncertainty of my work makes it extremely difficult for me to be present at many meetings or to give the job the attention it deserves. For instance, it is almost impossible for me to give even the beforehand notice of attendance requested by Miss Ammar.

"I recognize that an abrupt resignation may be an imposition, although, in my case, hardly a severe jolt. I will continue to be an enthusiastic patron and supporter of the library. When I can assist the library, please call upon me.

"Sincerely,

/s/ LTA

"Copy to Nicholas Winowich"

Following discussion, upon motion duly made, seconded and carried, said resignation was accepted and ordered to be filed as a part of the minutes. Afterwards, it was unanimously ordered that the following resolution be spread upon the minutes of this meeting:

WHEREAS, L. T. Anderson has faithfully served the Kanawha County Public Library as a member of its Board of Directors for four years; and,

WHEREAS, L. T. Anderson has strengthened this Board and furthered the progress of this Library by his steadfast integrity and wise counsel; therefore,

BE IT RESOLVED, That we accept the resignation of L. T. Anderson with reluctance, regret and with a sense of personal loss; and

RESOLVED FURTHER, That the resolution be spread upon the minutes of this meeting for a permanent record and a copy be sent to Mr. Anderson.

Mr. Arthur C. Fisher, Sissonville, West Virginia was elected to fill the unexpired term of Mr. L. T. Anderson. The term expires June 30, 1978.

PLANNING FOR THE FUTURE: A LONG RANGE VIEW

A study was begun which would review the past, consider the present and plan for the future.

One of the most important purposes of a long range planning document is to encourage the coherent development of efficient library service,

responsive to community needs and resources and by providing the Library Board and management with realistically articulated goals, directions and objectives.

SENIOR CITIZENS

The Library Board of Directors voted unanimously to waive overdue fines charged to patrons 65 years of age and older. There were several reasons. Some are noted as follows:

1. Senior citizens are on fixed income and should not be burdened with additional nickel and dime costs. We do not choose to contribute to their difficulty.

2. This policy would be in keeping with a growing local trend to charge older persons at lower-than-standard rates, e.g., KRT bus fares, waiver of checking account services charges by some banks, discounts on prescription drugs by select pharmacies, etc.

SPECIAL EVENTS

There was a great deal of activity on the Library's steps and plaza during Charleston sponsored annual Regatta Week, 1975. There was music (blue grass, rock and jazz), drama (Appalachian theater), a beauty pageant and an introduction of the runners in the city sponsored 15 mile race. It may seem redundant to remind ourselves that the plaza and steps serve adequately and conveniently as a "stage" for such purposes.

The audiences were large and well-behaved. City clean-up crews helped in outside housekeeping chores. Each event received attention from the police department, and patrons were able to enter and leave the library with ease and comfort.

Mayor Hutchinson extended thanks and appreciation to the Library for providing facilities during the special week.

STAFF

Staff changes effective July 1, 1975 include the following:

1. Mrs. Helen Miller from Chief, Extension Department to Chief, St. Albans Branch.

2. Mr. Robert Willits from Chief, St. Albans Branch to Chief, Extension Department.

3. Mr. Joel Stern from Extension Librarian to Assistant to Director/Services Librarian.

Mr. Frank J. Ontko, Circulation Librarian, resigned effective July 31, 1975 to accept a position as Director, Stonewall Jackson Regional Library, Buckhannon, West Virginia.

Mr. Brian Faust, a resident of Emporia, Kansas and a library school graduate of Emporia Kansas State University was employed as Circulation Librarian effective August 18, 1975.

Mr. Christopher Hartmann, a resident of Albany, New York and a library school graduate of the State University of New York in Albany was employed as Extension Librarian to become effective September 2, 1975.

Mr. Herbert D. Hundley, a dedicated and loyal employee, retired effective October 31, 1975. Herb had served as custodian since December 1, 1965 and on occasion he filled-in as building superintendent.

Mr. Thomas T. Wrenn, graduate of the University of Pittsburgh School of Library and Information Sciences has been appointed HOMEBOUND SERVICES librarian effective December 1, 1975.

Mrs. Annie Liu, Chief, Processing Librarian resigned effective February 29, 1976.

Mrs. Shirley A. Smith was appointed Chief, Processing Librarian effective March 1, 1976. Mrs. Smith has been a member of the staff since September 1, 1973.

Mr. Robert Willits, Chief, Extension Librarian resigned effective January 31, 1976.

Miss Marilyn Long was appointed Chief, Extension Librarian effecitive February 1, 1976. Miss Long has been a member of the staff since October 1, 1974.

Mr. Jim Yatsko, Librarian, Cross Lanes Branch Library, resigned effective March 17, 1976.

Miss Sara Mathewson, a resident of Massachusetts was employed as Cross Lanes Branch Librarian to become effective March 16, 1976. Miss Mathewson has served, since graduation from college in 1972, as a Children's Librarian, school librarian and Vista Worker.

Mr. Brian Faust, Circulation Librarian, since July 1, 1975 resigned effective April 10, 1976 to become Acquisitions Librarian, King Faisal University Library, Saudi Arabia.

Miss Kate McEvoy, graduate of the Graduate School of Library and Information Sciences of the University of Pittsburgh, was employed as Extension Librarian effective April 14, 1976.

Miss Luann Toth, a resident of Levittown, Pennsylvania and a library school graduate of University of Pittsburgh was employed as Circulation Librarian effective June 1, 1976.

Because of the concern and dedication of most members of the staff who volunteered to become a part of the Red Cross Blood Bank Program, all staff members will qualify to receive blood when needed at no cost to themselves.

Mr. Robert Henson was appointed maintenance mechanic effective January 1, 1976. Kanawha County Public Library has library facilities in Charleston, St. Albans and Cross Lanes with the expectation that others would be added. It is in the best interest of good maintenance management to have such a knowledgeable and talented person.

SPECIAL GRANTS

A special West Virginia Library Commission grant of $4,000.00 made possible the purchase of 35 sculpture replicas, as-well-as 48 additions to our successful Framed Art Reproduction series. Sculpture replicas are representative of many cultures and periods. Included in the initial collection are the following:

South and Central America
Africa
Ancient Middle East
Egypt
Ancient Greece and Rome
Europe
North American Indian
North American

Patrons may borrow only one piece. The loan period is for two months and no renewals are accepted. No charge is made for the service unless the sculpture and/or its carrying case is lost and/or damaged. Reservations may be made from an illustrated catalog available at the Information Desk, Charleston or at the Cross Lanes, Dunbar, Nitro, St. Albans and South Charleston Public Libraries.

VOLUNTEERS

This is to identify and recognize two outstanding Cross Lanes Branch Library volunteers: Mrs. Lillie Smith and Mrs. Florence Churchill. Each devotes approximately four hours daily to the many tasks at hand. Mrs. Smith is a retired Registered Nurse and a former resident of Niagra Falls. Mrs. Churchill is a former school librarian and resident of New Jersey.

Respectfully submitted,

Nicholas Winowich
Director

STATISTICAL REPORT

July 1, 1975 - June 30, 1976

Population served: 229,515
Opened to the public June 3, 1909. First library located in the Y.M.C.A. Building on Capitol Street.

AGENCIES

Main Library	1
Mobilibrary (48 winter scheduled stops) (56 summer scheduled stops)	1
Branch	2
Deposit Collections	
Schools	41
Collections delivered - 512 juvenile	
Other School Stations	80
Books borrowed by teachers from Boys and Girls Department and Mobilibrary - 12,872	
Collections lent - 346	

BOOK CIRCULATION

	1975/76	1974/75
Borrowed from Main Library		
Boys and Girls Department	171,519	175,192
Circulation Department	153,719	148,384
	325,238	323,576
Borrowed from Extension Department		
Mobilibrary	98,490	87,749
Deposit Collections	256,440	218,001
	354,930	305,750
Borrowed from Cross Lanes Branch		
Adult	4,620	
Juvenile	6,504	
	11,124	
Borrowed from St. Albans Branch		
Adult	32,066	45,227
Juvenile	51,677	55,341
	83,743	100,568
TOTAL CIRCULATION - Kanawha County Public Library	775,035	729,894

	1975/76	1974/75
Borrowed from Dunbar Public Library		
Adult and Juvenile	10,253	17,600
Borrowed from Nitro Public Library		
Adult and Juvenile	15,630	9,031
Borrowed from South Charleston Public Library		
Adult and Juvenile	70,307	100,545
GRAND TOTAL CIRCULATION - Volumes	871,225	857,070

BOOK STOCK

Number of volumes at the end of the year	389,928	373,976
Number of volumes added	19,201	22,032
Number of volumes withdrawn	4,178	7,177
Number of periodicals	690	489
Number of newspapers received	55	69

REGISTRATIONS

Total number of registered borrowers	44,608	43,805
Total number of registered borrowers during year	15,329	17,300

AUDIO VISUAL MATERIALS

Microfilm Readers	5
Record Players	3
Phonograph Record Albums	8573 titles
Microfilm (reels)	3,969
Phonograph Records Circulated	8,469

MINUTES OF A SPECIAL MEETING OF THE

BOARD OF DIRECTORS

HELD ON

JULY 14, 1976

A special meeting of the Board of Directors of Kanawha County Public Library was held on July 14, 1976 at 2:00 p.m. in the Board Room of the Library.

The following members were present:

Mr. Snyder
Mrs. Brown
Mr. Kuhns
Mr. Lovenstein
Mrs. Myerly
Mr. Ray
Mrs. Smith
Mr. Springer
Dr. Wallace

Also present was Mr. Joel Stern, Services Librarian and Assistant to Director.

The President called the meeting to order and served as Chairman of the meeting. The Library Director served as Secretary.

The Chairman stated that the Special Meeting had been called for the purpose of considering long range planning for the Library.

The Secretary reported that a notice of Special Meeting had been mailed in accordance with the Bylaws and that a quorum was present.

Library Steps and Plaza. The President spoke about the large number of people who are gathered on the library steps and plaza and he suggested that the Library Board take action. Comments and discussion followed. Afterwards, upon motion by Dr. Wallace, seconded by Mr. Springer, it was unanimously

RESOLVED, That the Library Board request the Police Department to enforce City of Charleston ordinance regarding loitering on the plaza and steps at the library.

Motion carried. A copy of the letter addressed to Chief Bailes is filed with the minutes of this meeting.

The President reported that he was in receipt of a July 12, 1976 letter from Mr. Bowman who was unable to attend the Special Meeting. The President read the letter which expressed Mr. Bowman's views on long range plans.

The President proceeded to discuss "Planning for the Future: A Long Range View," as prepared by Mr. Stern. He read Part II, entitled "Library Board of Directors." There was discussion. It was recommended that the last sentence in paragraph (2) be deleted. It now reads as follows:

"That each branch shall have its own Advisory Board of Directors charged with the responsibility of interpreting the Library needs of the local community to the Kanawha County Public Library."

Upon motion by Mr. Kuhns, seconded by Mr. Springer, it was unanimously

RESOLVED, That the Library Board continue with the present policy and, on occasion, the Library Board may choose to invite members of advisory library boards to attend meetings.

Motion carried.

There was discussion on Part II, Questions 1 and 2, raised by Mr. Stern, pertaining to (1) board membership and (2) appropriated funding. Certain graphs and charts were distributed to members and are filed with the minutes of the meeting. Discussion followed.

Upon motion by Mr. Kuhns, seconded by Mr. Lovenstein, it was unanimously

RESOLVED, That paragraph (1) and paragraph (2) be deleted because they are in conflict with the Library statute.

Motion carried.

The President read Part III, Institution's Goals and Objectives which includes the Library's commitment to the Library Bill of Rights and the Library's responsibility of the type and quality of Services and Programs available to residents in the County. Discussion followed.

Afterwards, upon motion by Dr. Wallace, seconded by Mr. Lovenstein, it was unanimously

RESOLVED, That Part III, Institution's Goals and Objectives, Part A and Part B be approved.

Motion carried.

It was then decided that the remaining part of the Long Range View report would be discussed at the regular board meeting scheduled to be held on August 4, 1976.

The meeting adjourned at 3:00 p.m.

Walter F. Snyder
President

Nicholas Winnicki
Secretary

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